

RHODE ISLAND DEPARTMENT OF HUMAN SERVICES

FAMILY INDEPENDENCE PROGRAM



2004 - 2005

RED BOOK

For

D. H. S.

CONTRACTED PROVIDERS

AND

CERTIFIED VENDORS

**EDUCATION AND TRAINING RESOURCE FACT
SHEETS**

AUGUST 2004

**RED BOOK
2004 - 2005**

**RI FAMILY INDEPENDENCE PROGRAM
EDUCATION AND TRAINING RESOURCE FACT SHEETS**

CONTRACTED PROVIDERS AND CERTIFIED VENDORS

This is a resource manual for use by the FIP Social Caseworker staff in order to assist FIP parents in selecting appropriate work preparation activities as part of their Employment Plan.

The manual is arranged in two parts: 1) Contracted Providers*; and 2) Certified Vendors*. Both sections are arranged in alphabetical order by name of vendor. To assist in locating suitable programs for clients, the Table of Contents is listed two ways: first, Alphabetically by Name of Provider/Vendor, which also includes the location(s) of the program; and second, By Type of Training offered.

These providers/vendors and their programs have been approved by DHS as meeting the requirements of FIP education and training programs. These programs have agreed to and are required to communicate with the FIP Social Caseworker using FIP 102's and FIP 103's regarding attendance, participation, and other factors deemed necessary for monitoring purposes.

Most programs are 30 hour/week programs, but not all are. Each fact sheet lists the program hours, and should be referred to in order to insure that the FIP participant is engaged in the required number of hours for his/her situation.

PLEASE NOTE: THIS MANUAL DOES NOT CONTAIN ALL PROGRAMS FOR WHICH A FIP RECIPIENT MAY BE APPROVED TO ATTEND. There are many other available, allowable and approvable programs in the area that may be appropriate for a particular client's interests and work goals. FIP Social Caseworkers should remember that because DHS does not purchase services from these other education and training resources, they are not required to utilize our FIP 102 and FIP 103 forms.

* See next page for a description of a Contracted Provider and Certified Vendor.

What is a Contracted Provider?

- ♦ **Contracted Providers are under contract with the RI Department of Human Services, usually for a one-year period**
- ♦ **Contracted Providers are paid monthly, per service, not per person, i.e. a classroom is provided to provide ESL whether anyone is in the classroom or not**
- ♦ **Contracted Providers provide a variety of services; many are focused on educational services**
- ♦ **A contract's focus may be changed at the end of the contract year to reflect DHS's ongoing needs**

What is a Certified Vendor?

- ♦ **Short term, less than a year**
- ♦ **Training that leads to full-time jobs with good wages in one of RI's priority industry sectors as defined by the RI Department of Labor and Training**
- ♦ **Training Programs must provide employment and retention services**
- ♦ **Certified Vendors are paid per person by pre-set performance measures**
- ♦ **Certified Vendors are not paid the last 25% of their fee until after 90 days of employment retention**
- ♦ **Employment must be 30 hours weekly at \$9.00 per hour**
- ♦ **Certified Vendors are re-certified every two years**

DHS Contracted Providers 2004-2005

ALPHABETICALLY ARRANGED BY PROVIDER NAME

PROVIDER	PROGRAM	LOCATION	PAGES
BLACKSTONE VALLEY CAP.....	ADOLESCENT SELF-SUFFICIENCY.....	Woon/Pawt/Linc/Cumb/CF.....	9-10
CCRI Project REACH	POST-SECONDARY.....	Lincoln/Prov/Warw.....	11-12
CCRI Project REACH.....	TESTING & ASSESSMENT	Lincoln/Prov/Warw.....	13-14
CCRI Project REACH.....	REMEDATION/GED.....	Linc/Prov/Warw.....	15-16
COMPREHENSIVE CAP.....	ADOLESCENT SELF-SUFFICIENCY.....	Cran/Cov/Exe/Fos/Scit/WG.....	17-18
DORCAS PLACE.....	LITERACY PROGRAMS	Providence.....	19-20
NEW OPPORTUNITY HOMES.....	NEW OPPORTUNITY HOMES.....	Cran/John/Newp/Pawt/Prov.....	21-22
RI DEPT. ED - PROJECT OPP.....	LITERACY & ESL PROGRAMS.....	Statewide.....	23-40
RI DEPT. LABOR & TRAINING.....	RAPID JOB ENTRY PROGRAM.....	Brist/Pawt/Prov/WW/Woon.....	41-42
SELF-HELP, INC.....	ADOLESCENT SELF-SUFFICIENCY.....	EProvidence/Barr.....	43-44
SER JOBS	SUPPORTIVE EMP/TRANSITIONAL JOBS.....	Statewide.....	45-46
SOUTH COUNTY CAP.....	ADOLESCENT SELF-SUFFICIENCY.....	Char/Hopk/Narr/NK/Westerly....	47-48
SO. SHORE MENTAL HEALTH.....	SUPPORTIVE EMPLOYMENT.....	statewide.....	49-50
SSTARBIRTH.....	SSTARBIRTH FIP (residential).....	n/a	51-52
TRI-TOWN CAP.....	ADOLESCENT SELF-SUFFICIENCY	Burr/Gloc/John/NP/NS/Smith....	53-54
TRI-TOWN CAP.....	SUPPORTIVE EMPLOYMENT.....	western RI Woon to Westerly...	55-56
URBAN LEAGUE.....	ADOLESCENT SELF-SUFFICIENCY.....	Providence.....	57-58
URBAN LEAGUE.....	TRANSITIONAL JOBS.....	metro area.....	59-60
VNS YOUNG PARENTS.....	ADOLESCENT SELF-SUFFICIENCY.....	East Bay/Aquidneck.....	61-62
WESTBAY CAP.....	ADOLESCENT SELF-SUFFICIENCY.....	E.Green/Warw/WW.....	63-64
WESTBAY CAP	SUPPORTIVE EMP/TRANSITIONAL JOBS	primarily Kent/Wash counties....	65-66
WOMEN & INFANTS HOSPITAL.....	ADOLESCENT SELF-SUFFICIENCY	Providence.....	67-68

DHS Certified Vendors 2004-2005

ALPHABETICALLY ARRANGED BY VENDOR NAME

VENDOR	PROGRAM	LOCATION	PAGES
CAREER EDUCATION INST.....	ELECTRONIC SYSTEMS TECH.....	Lincoln.....	71-72
CAREER EDUCATION INST.....	MEDICAL ADMINISTRATIVE ASSISTANT(S)	Lincoln.....	73-76
CAREER EDUCATION INST.....	MEDICAL ASSISTANT.....	Lincoln.....	77-78
CAREER EDUCATION INST.....	PC SUPPORT TECHNICIAN.....	Lincoln.....	79-80
CCRI.....	ASBESTOS SUPERVISOR.....	Lincoln, Prov, Warwick.....	81-82
CCRI.....	C.N.A.....	Lincoln, Prov, Warwick, NK....	83-85
CCRI.....	CULINARY ARTS.....	Warwick.....	86-87
CCRI.....	LEAD WORKER/LEAD SUPERVISOR.....	Lincoln, Prov, Warwick.....	88-91
CCRI.....	OFFICE SKILLS.....	Lincoln, NK.....	92-93
CCRI.....	TEACHER ASSISTANT.....	Lincoln, Prov, Warwick, NK....	94-95
CCRI.....	WELDING.....	NK.....	96-97
CROSSROADS.....	C.N.A.	Providence.....	98-99
DB GRANT ASSOCIATES.....	CALL CENTER/CUSTOMER SERVICE.....	Pawtucket.....	100-101
DORCAS PLACE.....	LITERACY/GED/CUSTOMER SERVICE WEXP.....	Providence.....	102-103
FAMILY RESOURCES.....	CUSTOMER SERVICE WORK EXPERIENCE.....	Woonsocket.....	104-105
FOCUS.....	LIT/GED/ESL/OFFICE, CHILD CARE WEXP.....	Providence.....	106-107
GENESIS.....	CHILD CARE AIDE WITH WORK EXPERIENCE.....	Providence.....	108-109
GENESIS.....	CULINARY ARTS WITH WORK EXPERIENCE.....	Providence.....	110-111
GENESIS.....	OFFICE SKILLS.....	Providence.....;	112-113
GENESIS.....	TEACHER ASSISTANT WITH WEXP.....	Providence.....	114-115
GOODWILL.....	COMPUTER/CLERICAL.....	Providence.....	116-117
GOODWILL	CUSTOMER SERVICE	Providence.....	118-119
GOODWILL.....	WORK EXPERIENCE	Providence.....	120-121
GOODWILL	WORK-BASED ESL WITH WORK EXPERIENCE	Providence.....	122-123
INTERNATIONAL INSTITUTE	JOB READINESS ESL	Providence.....;	124-125
MTTI	AUTOMOTIVE SERVICE ADVISOR	E. Providence.....	126-127

MTTI	AUTOMOTIVE TECH	E. Providence.....	128-129
MTTI	BUILDING PROPERTY TECH	E. Providence.....	130-131
MTTI	COMMUNICATIONS TECH	E. Providence.....	132-133
MTTI	COMPUTER ADMINISTRATIVE ASSISTANT	E. Providence.....	134-135
MTTI	COMPUTER SERVICE TECH	E. Providence.....	136-137
MTTI	MARINE SERVICE TECH	E. Providence.....	138-139
MTTI	MOTORSPORTS/POWER EQUIP TECH	E. Providence.....	140-141
NEW ENGLAND GERONTOLOGY ..	CERTIFIED MEDICATION TECH	Cranston.....	142-143
NEW ENGLAND GERONTOLOGY ..	C.N.A.	Cranston.....	144-145
PEOPLE IN PARTNERSHIP	C.N.A.	Pawt-Cranston.....	146-147
PEOPLE IN PARTNERSHIP	OFFICE COMPUTERS	Pawtucket.....	148-149
RI CENTRAL DIR. OF NURSES	C.N.A.	Providence.....	150-151
RI CENTRAL DIR. OF NURSES	C.N.A. (ESL Extended)	Providence.....	152-153
RI CENTRAL DIR. OF NURSES	OFFICE PROFESSION MEDICAL WEXP	Providence.....	154-155
RI CENTRAL DIR. OF NURSES	PHLEBOTOMY	Providence.....	156-157
RI COMMUNITY FOOD BANK	COMMUNITY KITCHEN WORK EXPERIENCE	Providence.....	158-159
RI COLLEGE (TRABAC)	BOOKKEEPING/ACCOUNTING	Providence.....	160-161
RI COLLEGE (TRAMA)	MEDICAL ASSISTANT	Providence.....	162-163
SER JOBS	NON-TRADITIONAL WEXP FOR WOMEN	Pawtucket.....	164-165
SER JOBS	WEXP FOR LIMITED ENGLISH SPEAKING	Pawtucket.....	166-167
WESTBAY CAP	GED SUPPORTED WORK EXPERIENCE	Warwick.....	168-169

DHS CONTRACTED PROVIDERS

DHS Contracted Providers 2004-2005 PROGRAMS ARRANGED BY TYPE

ADOLESCENT SELF-SUFFICIENCY

BLACKSTONE VALLEY CAP
SOUTH COUNTY CAP
VNS YOUNG PARENTS

COMPREHENSIVE CAP
TRI-TOWN CAP
WESTBAY CAP

SELF-HELP, INC.
URBAN LEAGUE
WOMEN & INFANTS HOSP.

ASSESSMENT & TESTING

CCRI PROJECT REACH

EMPLOYMENT SERVICES

RAPID JOB ENTRY
TRI-TOWN CAP

SER JOBS FOR PROGRESS
URBAN LEAGUE OF RI

SO. SHORE MENTAL HEALTH
WESTBAY CAP

ENGLISH AS A SECOND LANGUAGE

PROJECT OPPORTUNITY

GENERAL EQUIVALENCY DIPLOMA (GED)

CCRI PROJECT REACH

PROJECT OPPORTUNITY

LITERACY PROGRAMS

CCRI PROJECT REACH

PROJECT OPPORTUNITY

POST-SECONDARY

CCRI PROJECT REACH

RESIDENTIAL for TEENS

NEW OPPORTUNITY HOMES

RESIDENTIAL for SUBSTANCE ABUSE RECOVERY

SSTARBIRTH

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Blackstone Valley Community Action Program

Mailing Address: 32 Goff Street
Pawtucket, RI 02860

Website address:

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Sharon King	723-4520	725-6550	
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides a Career Academy (20hr/wk GED instruction plus 10 hr./wk skill building), and opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in Woonsocket, Pawtucket, Lincoln, Cumberland, and Central Falls.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, in the Career Academy or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year. The Career Academy has an open entry/open exit enrollment.

<u>BVCAP/Pawtucket Career Academy Days and Hours</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	2:00 PM		
Tuesday	9:00 AM	2:00 PM		
Wednesday	9:00 AM	2:00 PM		
Thursday	9:00 AM	2:00 PM		
Friday	9:00 AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: grant funded

Total Cost Paid by RI DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Community College of Rhode Island

Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865

Website address:

Name of Program: REACH/FIP: Post-secondary

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk</u>	<u>333-7166</u>	<u>333-7426</u>	<u>dszymczuk@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Pauline Hamlin: Knight Campus, Warwick</u>	<u>528-2290</u>	<u>825-1116</u>	<u>phamlin@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Luz Sanchez: Flanagan Campus, Lincoln</u>	<u>333-7166</u>	<u>333-7426</u>	<u>lasanchez2@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Kelly Gregson: Liston Campus, Providence</u>	<u>455-6067</u>	<u>455-6086</u>	<u>kgregson@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>N/A</u>			
Name	Telephone	FAX	E-Mail

Program Description:

Students who attend CCRI credited programs (in excess of 65 certificates and degrees) are assigned a REACH Coordinator who, working along with social caseworkers, provide case management monitoring, and support participants in successfully attaining their educational goal. Coordinators provide direction to a variety of appropriate support services such as, childcare facilities, comply with full time attendance & 20-hour work activities, and FIP policies and procedures are provided on a continuous basis.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificates and Associate Degrees

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Academic major participant awarded Certificate or Degree (65 potential Certificate and Degree programs)

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers

Name of Organization: Community College of Rhode Island

Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865

Website address:

Name of Program: REACH/FIP: Testing and Assessment

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk</u> Name	<u>333-7166</u> Telephone	<u>333-7426</u> FAX	<u>dszymczuk@ccri.edu</u> E-Mail
<u>Pauline Hamlin: Knight Campus, Warwick</u> Name	<u>825-2290</u> Telephone	<u>825-1116</u> FAX	<u>phamlin@ccri.edu</u> E-Mail
<u>Luz Sanchez: Flanagan Campus, Lincoln</u> Name	<u>333-7166</u> Telephone	<u>333-7246</u> FAX	<u>lasanchez2@ccri.edu</u> E-Mail
<u>Kelly Gregson: Liston Campus, Providence</u> Name	<u>455-6067</u> Telephone	<u>455-6086</u> FAX	<u>kgregson@ccri.edu</u> E-Mail

Financial Aid Contact Person:

<u>N/A</u> Name	<u>Telephone</u>	<u>FAX</u>	<u>E-Mail</u>
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Program Description:

The Test of Adult Education is administered to assess reading, mathematics, and language skills. It is not a pass/fail instrument. It provides grade level information to help determine academic readiness and potential success if participant decides to enter a skill or post-secondary program. The COPS (Career Occupational Preference System) and CAPS (Career Ability Placement Survey) are tests designed to identify career interests and abilities. Most testing is done on-site at DHS Family Centers, in a group format, at pre-established dates and times.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

FIP recipient referred by social caseworker.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Offered at pre-established dates/times at local DHS Family Centers.

Enrollment information for calendar year 2004*:

Open entry / open exit? N/A
Yes No

Scheduled Start Date_____

Scheduled Start Date_____

Scheduled Start Date_____

Scheduled Start Date_____

Scheduled Start Date_____

Scheduled Start Date_____

Total Number of Weeks in Program: 3 hours for TABE, 45 minutes COPS, 1 hour CAPS

Brief description of any flexibility or options offered regarding start/end dates: _n/a

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Total Cost of Program: Grant Funded
Funded

Total Cost Paid by RI DHS: Grant

Other Types of Financial Aid available to the student: N/A

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers

Name of Organization: Community College of Rhode Island

Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865

Website address: CCRI.CC.RI.US

Name of Program: REACH/FIP: Remediation /GED

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk</u> Name	<u>333-7166</u> Telephone	<u>333-7426</u> FAX	<u>dszymczuk@ccri.edu</u> E-Mail
<u>Pauline Hamlin: Knight Campus, Warwick</u> Name	<u>825-2290</u> Telephone	<u>825-1116</u> FAX	<u>phamlin@ccri.edu</u> E-Mail
<u>Luz Sanchez: Flanagan Campus, Lincoln</u> <u>lasanchez2@ccri.edu</u> Name	<u>333-7166</u> Telephone	<u>333-7426</u> FAX	 E-Mail
<u>Kelly Gregson: Liston Campus, Providence</u> Name	<u>455-6067</u> Telephone	<u>455-6086</u> FAX	<u>kgregson@ccri.edu</u> E-Mail

Financial Aid Contact Person:

<u>N/A</u> Name	 Telephone	 FAX	 E-Mail
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Program Description:

Academic instruction based on TABE results in reading, mathematics, and/or language skills. High School Equivalency (GED) preparation is also offered. Instruction is provided in an open entry/open exit individualized setting, 20 hours per week. Designed to prepare participants to gain entry into an educational program. Can choose to strengthen current skills before entering a training or post-secondary program.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

FIP recipient referred by social caseworker. TABE Test with minimum of 5th. grade level.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Offered at each of the three CCRI Campus locations: Flanagan Campus, 1762 Louisquisset Pike, Lincoln, RI 02865, 333-7166; Liston Campus, 1 Hilton Street, Providence, RI 02905, 455-6767; Knight Campus, 400 East Avenue, Warwick, RI 02886, 825-2290.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
Yes No

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Total Number of Weeks in Program: Individualized; 15-20 hrs/week with homework

Brief description of any flexibility or options offered regarding start/end dates: Upon completion of TABE and receipt of referral from social caseworker, participant can begin immediately. Lincoln: Mon. – Fri. mornings, Providence: Mon. – Fri. afternoons, and Warwick: Mon. – Thur. mornings to early afternoon.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	see above			
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Total Cost of Program: Grant Funded

Total Cost Paid by RI DHS: Grant Funded

Other Types of Financial Aid available to the student: N/A

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Comprehensive Community Action Program

Mailing Address: 311 Doric Avenue
Cranston, RI 02920

Website address:

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Wendy Seastrunk	461-4640	467-9030	
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in Cranston, Coventry, Exeter, Foster, Scituate, and West Greenwich.

Enrollment information for calendar year 2004*:

Open entry / open exit? x
 Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year.

Total Cost of Program: grant funded

Total Cost Paid by DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Dorcas Place Parent Literacy Skills Center

Mailing Address: 220 Elmwood Avenue
Providence, RI

Website address:

Name of Program: Literacy Programs

Contact Person(s) for Program Information:

Angie Downing
Name

273-8866
Telephone

FAX

E-Mail

Program Description:

Dorcas Place Parent Literacy Center provides a comprehensive array of integrated education, workplace literacy, and support services to FIP parents. The contracted services include beginning basic literacy, beginning basic adult education, low and high intermediate adult education, adult secondary education and beginning, intermediate and advanced ESL. Programs offered are 30 hours, and ten hours.

Names of Certificate(s) or credential(s) awarded upon completion:

Students will receive certificates of achievement as they progress in their educational levels, i.e., a Workplace Competency Certificate.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Dorcas Place provides assistance with individual career planning. Students are encouraged to participate in work place experiences, such as job shadows, internships, and volunteer and community service work. Skills trainings are also offered, basic business operations, customer service skills, bank teller training and child care training. A Job Coach will assist students with placement, and provide follow up to those students who successfully obtain employment for six months.

Prerequisites for admission into program:

Screening Interview with program staff, appropriate academic testing

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

220 Elmwood Avenue, Providence, RI

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hrs/week

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Total Cost of Program: Dorcas Place Family Literacy Center and RI Department of Human Services have signed a contract to provide literacy services to FIP parents. Dorcas Place is a contract provider.

***It is our expectation that you will update this each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Provider

Name of Organization: Comprehensive Community Action Program
Mailing Address: 311 Doric Avenue
Cranston, RI 02910

Name of Program: New Opportunity Homes

Contact Person(s) for Program Information:

Christopher Mansfield	461-4640	467-9030	
Name	Telephone	FAX	E-Mail

Program Description:

New Opportunity Homes (NOH) are adult supervised living arrangements for pregnant and parenting minor FIP applicants/recipients who are unable to remain at home with their own parents or guardians. Residency in NOH is voluntary. A minor's parent/ guardian must agree to the residency. That same parent/guardian may end the minor's residency at any time. All residents must adhere to house rules in order to maintain residency. There are five home sites, providing three levels of supervision. Level I is the most structured setting; Level II is designated for participants who have demonstrated marginal competencies; Level III is designated to serve those minors who have demonstrated some competencies, but continue to lack independent living skills, education, and job-readiness skills, necessary to independent living. Residents transition between levels as appropriate. Each home provides minor teens with a positive environment that is safe and nurturing. Referrals for residency come from the Adolescent Self-Sufficiency Collaborative (ASSC), which does a home study and assessment. The NOH multidisciplinary team then determines eligibility, appropriateness and level of supervision needed. All residents are linked to a case manager in the ASSC. Together, the NOH and ASSC offers residents educational support and opportunities to develop pregnancy prevention skills, social and life skills, including parenting skills, necessary to become good parents and self-sufficient productive adults. Residents may remain in NOH until they are 18 ½ years old.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Minor pregnant and/or parenting minors (under 18) and their children in need of an adult supervised living arrangement.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Pawtucket:	2 beds	Level III,	8 hrs supervision/day, 7 days/wk
Providence:	4 beds	Level II	16 hrs supervision/day, 7 days/wk
	2 beds	Level I	24 hrs supervision/day, 7 days/wk
Cranston:	4 beds	Level I	24 hrs supervision/day, 7 days/wk
Johnston	2 beds	Level III	8 hrs supervision/day, 7 days/wk
Newport	2 beds	Level II	16 hrs supervision/day, 7 days/wk

Participants are served who live in all cities and towns in Rhode Island.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

New Opportunity Homes operate 365 days of the year.

Brief description of any flexibility or options offered regarding start/end dates: The Multidisciplinary Team meets biweekly and can approve residency at any session. Sometimes there is a waiting list when there are no beds available.

Total Cost of Program: Residents pay approximately one third of their income for rent. NOH is grant funded by DHS.

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: Project Opportunity
(ESL at Blackstone Valley CAP)

Contact Person(s) for Program Information:

William Massey	723-4520		
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

This program is designed to increase basic academic skills and fluency in using spoken English. Work readiness skills and life skills are also emphasized.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

None

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Blackstone Valley Community Action Program (BVCAP), 32 Goff Avenue, Pawtucket, RI 20860.
There is limited parking available.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hours/week.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	2:00 p.m.		
Tuesday	9 a.m.	2:00 p.m.		
Wednesday	9 a.m.	2:00 p.m.		
Thursday	9 a.m.	2:00 p.m.		
Friday	9 a.m.	2:00 p.m.		
Saturday				
Sunday				

Total Cost of Program: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: **Project Opportunity**
(ESL and GED at DHS Providence Family Center)
(ABE at Cranston Alternate Learning Center)

Contact Person(s) for Program Information:

Bettina Brothers, Mary Inglis,	401 785-8166		
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail

Program Description:

This program provides academic support services, student support services (including job placement activities), English language instruction, GED instruction and academic remediation related to a specific industry or type of job (career cluster) for which students are seeking to become employed. Program staff help students enter the workforce by working closely with all netWORKri (one stop) Centers. Job readiness instruction is also emphasized.

Names of Certificate(s) or credential(s) awarded upon completion:

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

None

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

ESL and GED classes located at Providence Regional Family Center, 206 Elmwood Ave, Providence
ABE/pre-GED classes located at Cranston Alternate Education, 205 Norwood Ave., Cranston

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hrs/week

Days and Hours that Program is Offered				
	Providence DHS ESL and GED		Cranston ABE/pre-GED	
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	1:00 p.m.	9 a.m.	1:00 p.m.
Tuesday	9 a.m.	1:00 p.m.	9 a.m.	1:00 p.m.
Wednesday	9 a.m.	1:00 p.m.	9 a.m.	1:00 p.m.
Thursday	9 a.m.	1:00 p.m.	9 a.m.	1:00 p.m.
Friday	9 a.m.	12:00 p.m.	9 a.m.	12:00 p.m.
Saturday				
Sunday				

Total Cost of Program: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education, Shepard Building,
255 Westminster St.
Providence, RI 02903

Mailing Address:

Website address:

Name of Program: Project Opportunity
(Dorcas literacy)

Contact Person(s) for Program Information:

<u>Name</u>	<u>Telephone</u>	<u>FAX</u>	<u>E-Mail</u>
Brenda Dann-Messier	273-8866		

Program Description:

This program emphasizes GED preparation and improving basic academic skills. Job readiness instruction is also included. Students can participate in career exploration and job placement services offered by the agency.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

None

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Dorcas Place Parent Literacy Center, 220 Elmwood Avenue, Providence, RI 02907

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hrs/week

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 a.m.	2:00 p.m.		
Tuesday	9:00 a.m.	2:00 p.m.		
Wednesday	9:00 a.m.	2:00 p.m.		
Thursday	9:00 a.m.	2:00 p.m.		
Friday	9:00 a.m.	2:00 p.m.		
Saturday				
Sunday				

Total Cost of Program: grant funded

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: **Project Opportunity**
(GED and ESL through Pawtucket Adult Ed)

Contact Person(s) for Program Information:

Mary Parella	729-6380		
Lisa Beade	725-4307		
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

This program emphasizes GED instruction; remediation in basic academic skills; workplace basic skills; job readiness skill instruction. ESL is also available. Opportunities exist to network with the Pawtucket netWORKri (one stop) Center. Services include modifications to the instructional environment to help people with learning disabilities.

Names of Certificate(s) or credential(s) awarded upon completion:

Some participants will obtain their GED certificate.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Students will receive an assessment of academic skills upon entry. Test of Adult Basic Education (TABE) is used.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

St. Paul's Church, 50 Park Place, Pawtucket, RI 02860 Phone 725-4307

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 20 hours/week

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	2:00 p.m.		
Tuesday	9 a.m.	2:00 p.m.		
Wednesday	9 a.m.	2:00 p.m.		
Thursday	9 a.m.	2:00 p.m.		
Friday				
Saturday				
Sunday				

Total Cost of Program: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: Project Opportunity
(ESL Workplace Literacy)

Contact Person(s) for Program Information:

Nancy Fritz or Pheamo Witcher	781-6110		
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

Services include English for Speakers of Other Languages (ESL); Workplace Related English; Basic Computer Skills; Job Readiness Instruction; links to employment and training activities; testing & assessment for English language skills; links to job shadowing and internship opportunities.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

No specific requirements – this program is designed primarily to help people obtain the academic skills to enter other job development or technical skills educational programs.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

The Genesis Center, 620 Potters Avenue, Providence. Adequate off-street parking for participants is available.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hours/week

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	2:00 p.m.		
Tuesday	9 a.m.	2:00 p.m.		
Wednesday	9 a.m.	2:00 p.m.		
Thursday	9 a.m.	2:00 p.m.		
Friday	9 a.m.	2:00 p.m.		
Saturday				
Sunday				

Total Cost of Program: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Provider

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: **Project Opportunity**
(Work-Based English as a Second Language at Goodwill, Inc.)

Contact Person (s) name for program information:

Lori Norris	861-2080	454-0889	
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-mail
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Program Description:

This is a 15 week, 30 hour per week course that teaches the English skills necessary to obtain and maintain employment. Core components of the curriculum focus on the functional language needed to complete a job application, interview, complete human resource documents and understand safety procedures. Additionally, language for daily “survival skills” is also included and covers issues such as conversing with the doctor, landlord and utility companies. At the completion of the 15 week classroom instruction, a two week skills training internship begins in the business community followed by job placement and retention services.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of Completion.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

As yet to be determined.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

CASAS evaluation prior to beginning program.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

100 Houghton Street, Providence, RI

Enrollment information for calendar year 2004:

Open Entry / open exit? X
 Yes No

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Brief description of any flexibility or options offered regarding start/end dates:

Total number of weeks in program: 12 weeks , 20 hrs/week classroom, and 10 hrs/week homework time to equal 30 hrs/week.

<u>Days and Hours that Program is Offered</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	1 p.m.		
Tuesday	9 a.m.	1 p.m.		
Wednesday	9 a.m.	1 p.m.		
Thursday	9 a.m.	1 p.m.		
Friday	9 a.m.	1 p.m.		
Saturday				
Sunday				

Total cost of program: Grant funded

Other types of financial aid available to the student:

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: **Project Opportunity**
(ESL in Woonsocket and Central Falls)

Contact Person(s) for Program Information:

Pat Bellart – Mentor, Inc. - RIRAL	762-3841		
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

This program is designed to provide intensive instruction in using English. Both verbal skills and using print materials in English are emphasized. Work related English and other job readiness skills are covered as well. Assessment of English language skills is accomplished using the Comprehensive Adult Student Assessment System (CASAS) test.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

None

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Woonsocket – RIRAL 162 Main Street, Woonsocket, RI

Central Falls – Children’s Friend & Service Family Center. 621 Dexter Street, Central Falls, RI
(Contact Pat Bellart for further information).

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hours/week.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	2:00 p.m.		
Tuesday	9 a.m.	2:00 p.m.		
Wednesday	9 a.m.	2:00 p.m.		
Thursday	9 a.m.	2:00 p.m.		
Friday	9 a.m.	2:00 p.m.		
Saturday				
Sunday				

Total Cost of Program: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: Project Opportunity
(ESL Workplace Literacy at Progreso Latino)

Contact Person(s) for Program Information:

Mario Bueno	728-5920		mbueno@progresolatino.org
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

This program emphasizes English language instruction with some attention given to work related English. Some students will become active in GED classes (Spanish Language) too. There is a computer lab available for beginning skill development using a computer (Microsoft Work or Excel). Students can take advantage of job placement activities carried out by the agency.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

None

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Progreso Latino, 626 Broad Street, Central Falls, R. I. Parking is available.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hours/week. Some evening hours are available.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	2:00 p.m.		
Tuesday	9 a.m.	2:00 p.m.		
Wednesday	9 a.m.	2:00 p.m.		
Thursday	9 a.m.	2:00 p.m.		
Friday	9 a.m.	2:00 p.m.		
Saturday				
Sunday				

Total Cost of Program: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: RI Department of Education – Project Opportunity
Mailing Address: Department of Education, Shepard Building, 255 Westminster St,
Providence RI 02903

Website address:

Name of Program: **Project Opportunity**
(RI College - Project TRAIT – Insurance Technician)

Contact Person(s) for Program Information:

Karon Dionne	456-8582		
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

This certificate program is designed to provide a basic educational foundation for persons who seek employment in the Insurance Industry. Students will be introduced to general insurance terminology and an understanding of how the insurance industry operates. Workplace related English (for selected students) is also emphasized. The course includes instruction in using computers. Internships will take place in various insurance companies or insurance agencies.

Names of Certificate(s) or credential(s) awarded upon completion:

A "Producer's License" which signifies expertise in the insurance field.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Insurance Technicians

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Applicants must be at least 18 years of age. English language skills will be determined using a ESL Proficiency Test – “Cambridge University Press English Language Test”

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Rhode Island College, 600 Mt. Pleasant Avenue, Providence RI

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: 30 hours/week.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9 a.m.	2:00 p.m.		
Tuesday	9 a.m.	2:00 p.m.		
Wednesday	9 a.m.	2:00 p.m.		
Thursday	9 a.m.	2:00 p.m.		
Friday	9 a.m.	2:00 p.m.		
Saturday				
Sunday				

Total Cost of Program: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: R.I. Department of Labor & Training
Mailing Address: 1511 Pontiac Ave.
Cranston, R.I. 02920
Website Address: cvollaro@dlt.state.ri.us
Name of Program: **Rapid Job Entry Program (RJEP)**
(a cooperative agreement between DHS and DLT)

Contact Person(s) for Program Information:

Camille Vollaro	462-8815	462-8798	cvollaro@dlt.state.ri.us
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Name	Telephone	FAX	E-Mail
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Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

The Rapid Job Entry Program offers an intensive employment readiness workshop. Workshops include in an exploration of the participant's previous work history, transferable skills, various areas of employment interest and any supportive services necessary and include participant job readiness activities. Participants determined to be in need of (and eligible for) skills training, on-the-job training, work experience, remediation, or work supplementation are referred to the appropriate pre-employment service. Otherwise, participants begin in-depth job search/job club instruction in workplace competencies, job search skills, resume preparation and interviewing skills. It is the goal of the Rapid Job Entry Program that all clients attending the program become employed. Staff facilitates both group and one-on-one services/career counseling throughout all phases of the program. Once the client is employed, staff continues to work with them through 6 months employment or longer if necessary.

Names of Certificate(s) or credential(s) awarded upon completion:

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared: Jobs range in types depending on client interest, experience, and available openings. Salaries can range from \$7:00 to \$15:00.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

All referrals to the program must come from DHS Case Worker. The program serves FIP parents, Food Stamp recipients required to work, and non-custodial parents referred from the Child Support Enforcement Agency.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Statewide. Newport, Bristol County, Wakefield, West Warwick, Providence, Pawtucket, and Woonsocket. Parking not an issue, and all buildings are accessible. Most locations are on a bus line.

Enrollment information for calendar year 2004*:

Open entry / open exit? Workshops begin approximately every three (3) weeks, yearly.

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Total Number of Weeks in Program: Can vary with individual.

Brief description of any flexibility or options offered regarding start/end dates: We are able to accept referrals on an individual basis, if the client cannot attend scheduled workshops.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 9:00	1:00 OR 3:00		
Tuesday	9:00 9:00	1:00 OR 3:00		
Wednesday	9:00 9:00	1:00 OR 3:00		
Thursday	9:00 9:00	1:00 OR 3:00		
Friday	9:00 9:00	1:00 OR 3:00		
Saturday				
Sunday				

Total Cost of Program: NONE

Total Cost Paid by RI

DHS: _____

Other Types of Financial Aid available to the student:

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Self Help, Inc
Mailing Address: 100 Bullocks Point Avenue
Riverside, RI 02915

Website address:

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Doris Delekta 737-5105

Name	Telephone	FAX	E-Mail
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Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

The primary goal of the ASSC is: teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements and provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in East Providence and Barrington

Enrollment information for calendar year 2004*:

Open entry / open exit? $\frac{x}{\text{Yes}}$ $\frac{\quad}{\text{No}}$

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, in the Career Academy or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year. The Pawtucket Career Academy is available to Self-Help, Inc. ASSC participants.

<u>BVCAP/Pawtucket Career Academy Days and Hours</u>				
	<u>Time Starts</u>	<u>Time Ends</u>	<u>Time Starts</u>	<u>Time Ends</u>
Monday	9:00 AM	2:00 PM		
Tuesday	9:00 AM	2:00 PM		
Wednesday	9:00 AM	2:00 PM		
Thursday	9:00 AM	2:00 PM		
Friday	9:00 AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: grant funded

Total Cost Paid by RI DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: SER Jobs for Progress

Mailing Address: 101 Main Street, Suite 302
Pawtucket, RI 02860

Website address:

Name of Program: **Supportive Employment and Transitional Jobs**

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Maria Fonseca	724-1820 x 104	724-8490	mfonseca1@verizon.net
Lissa Dreyer	724-1820 x 103	724-8490	ldreyer@verizon.net

Financial Aid Contact Person: N/A

Name	Telephone	FAX	E-Mail
Carlos Pedro	724-1820 x 110	724-8490	cpedro@verizon.net

Program Description: Supportive Employment services are provided in the context of employment. FIP parents are referred to SER by DHS' Job Retention Unit, and then are provided orientation and brief assessment by SER prior to placement in suitable employment. Individualized, intensive and supportive case management services are provided to assure employment success and retention. Transitional Jobs services differ from Supportive Employment services in that there is a period of paid work experience that precedes the FIP parent's placement in more permanent employment. During the period of paid work experience, the FIP parent may be in a public or private transitional work setting while the parent receives individualized, intensive and supportive case management and the parent's wages are paid through SER.

Names of Certificate(s) or credential(s) awarded upon completion: n/a

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:
n/a – this is individualized

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

n/a – all referrals come through JRU

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

SER will serve FIP parents throughout the state, as assigned, but primarily in the urban areas and work primarily with limited English speakers. Physical locations are 807 Broad Street, Suite 320, Providence, RI and 101 Main Street, Suite 302, Pawtucket, RI.

Enrollment information for calendar year 2005*:

Open entry / open exit? Yes

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:30 am	3:30 pm		
Tuesday	9:30 am	3:30 pm		
Wednesday	9:30 am	3:30 pm		
Thursday	9:30 am	3:30 pm		
Friday	9:30 am	3:30 pm		
Saturday				
Sunday				

Total Cost of Program N/A Total Cost Paid by RI DHS

Other Types of Financial Aid available to the student: N/A

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: South County Community Action Program

Mailing Address: 1080 Kingstown Road
Wakefield, RI 02879

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Kelly McCarthy	789-3016	884-4284	
Name	Telephone	FAX	E-mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-mail
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Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in Charlestown, Hopkinton, Narragansett, North Kingstown, and Westerly.

Enrollment information for calendar year 2004*:

Open entry / open exit? x
Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year.

<u>SCCAP/Westerly Career Academy Days and Hours</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	2:00 PM		
Tuesday	9:00 AM	2:00 PM		
Wednesday	9:00 AM	2:00 PM		
Thursday	9:00 AM	2:00 PM		
Friday	9:00 AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: grant funded

Total Cost Paid by DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: South Shore Mental Health

Mailing Address: 4705A Old Post Road South
Charlestown, RI 02813

Website address:

Name of Program: Supportive Employment

Contact Person(s) for Program Information:

<u>Danielle Hetu</u>	<u>789-1367</u>	<u>789-6744</u>	<u>dhentu@ssmhc.org</u>
<u>Jerry Cutler</u>	<u>789-1367</u>	<u>789-6744</u>	<u>jcutler@ssmhc.org</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

N/A

Name	Telephone	FAX	E-Mail
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Program Description: Supportive services are provided in the context of employment. FIP parents are referred to South Shore by DHS' Job Retention Unit, and then are provided orientation and brief assessment by South Shore prior to placement in suitable employment. Individualized, intensive and supportive case management services are provided to assure employment success and retention.

Names of Certificate(s) or credential(s) awarded upon completion: n/a

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:
n/a – this is individualized

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

n/a – all referrals come through JRU

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

South Shore will serve FIP parents statewide with concentration in southern RI and Aquidneck Island, and offers expertise in serving those with mental and behavioral health barriers. Physical location is 55 Cherry Lane, Wakefield, RI 02879. Site is handicap accessible. RIPTA offers RIDE program.

Enrollment information for calendar year 2005*:

Open entry / open exit? Yes

Days and Hours that Program is Offered: *Please note that SSMHC staff meet with parents individually, in parent homes or other preferred meeting locations, and are available between the hours of 8AM-9PM

	Time Starts*	Time Ends*	Time Starts	Time Ends
Monday	8:00 am	9:00 pm		
Tuesday	8:00 am	9:00 pm		
Wednesday	8:00 am	9:00 pm		
Thursday	8:00 am	9:00 pm		
Friday	8:00 am	9:00 pm		
Saturday	As needed			
Sunday	As needed			

Total Cost of Program N/A Total Cost Paid by RI DHS

Other Types of Financial Aid available to the student: N/A

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: SSTARBIRTH/SSTAR of RI, Inc.

Mailing Address: 80 East Street
Cranston, RI 02920

Website address:

Name of Program: SSTARBIRTH FIP PROGRAM

Contact Person(s) for Program Information:

Linda Barry 463-6001
Name

Telephone

FAX

E-Mail

Financial Aid Contact Person:

N/A

Name

Telephone

FAX

E-Mail

Program Description:

A residential program to assist women with histories of substance abuse and parenting issues to develop life skills that will allow them to live and work while maintaining sobriety and custody of their children. A DCYF case plan is required. Includes formal assessment including ASAM criteria, life skills, parenting skills, educational, and vocational history. After daily skills are mastered, move toward obtaining a GED, interviewing skills for employment, and interviewing for housing.

Names of Certificate(s) or credential(s) awarded upon completion:

N/A

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

N/A

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

DCYF case plan, including identification of treatment/parenting needs; physical; previous psychiatric evaluations. Also, children's medical history, emergency care approval form from DCYF, child-authorized visitor form from DCYF.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

80 East St., Cranston, RI 02920

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: N/A (Residential)

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Total Cost of Program: grant funded

***It is our expectation that you will update this each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers

Name of Organization: Tri-Town Community Action Program

Mailing Address: 1126 Hartford Avenue
Johnston, RI 02919

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Jennifer Caffrey 351-2750 x1135

Name	Telephone	FAX	E-Mail
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Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in Burrillville, Glocester, Johnston, North Providence, North Smithfield, and Smithfield.

Enrollment information for calendar year 2004*:

Open entry / open exit? x
 Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year.

Total Cost of Program: grant funded

Total Cost Paid by RI DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Tri-Town CAP

Mailing Address: 1126 Hartford Ave., Suite 202
Johnston, RI 02919

Website address: www.tri-town.org

Name of Program: Supportive Employment

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Joseph Neri	351-2750 x 1124	351-6758	JNeri@Tri-Town.org
David Banno	351-2750 x 1101	351-6758	dbanno@tri-town.org

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
N/A			

Program Description: Supportive services are provided in the context of employment. FIP parents are referred to Tri-Town by DHS' Job Retention Unit, and then are provided orientation and brief assessment by Tri-Town prior to placement in suitable employment. Individualized, intensive and supportive case management services are provided to assure employment success and retention.

Names of Certificate(s) or credential(s) awarded upon completion: n/a

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:
n/a – this is individualized

Prerequisites for admission into program:
(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

n/a – all referrals come through JRU

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Tri-Town will serve FIP parents from Woonsocket to Westerly, as assigned. Physical locations are: Tri-Town CAP 1126 Hartford Avenue, Johnston, RI 02919; Veterans Memorial Development, 62 Memorial Drive, Woonsocket, RI 02895; and South County Community Action, 1080 Kingstown Rd., Wakefield, RI 02879.

Enrollment information for calendar year 2005*:

Open entry / open exit? Yes

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:30 am	4:30 pm		
Tuesday	8:30 am	4:30 pm		
Wednesday	8:30 am	4:30 pm		
Thursday	8:30 am	4:30 pm		
Friday	8:30 am	4:30 pm		
Saturday				
Sunday				

Total Cost of Program N/A

Total Cost Paid by RI DHS

Other Types of Financial Aid available to the student: N/A

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Urban League of Rhode Island

Mailing Address: 246 Prairie Avenue
Providence, RI 02905

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Loretta Becker **351-5000** **Ext. 147**

Name	Telephone	FAX	E-mail
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Celeste Reid **351-5000** **Ext. 111**

Name	Telephone	FAX	E-mail
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Financial Aid Contact Person:

Name	Telephone	FAX	E-mail
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Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in the city of Providence.

Enrollment information for calendar year 2004*:

Open entry / open exit? x
 Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year. The Career Academy has an open entry/open exit enrollment.

<u>West End Community Center/Providence Career Academy Days and Hours</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	2:00 PM		
Tuesday	9:00 AM	2:00 PM		
Wednesday	9:00 AM	2:00 PM		
Thursday	9:00 AM	2:00 PM		
Friday	9:00 AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: grant funded

Total Cost Paid by RI DHS: grant funded

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Certified Vendors/DHS Contracted Providers**

Name of Organization: Urban League of Rhode Island

Mailing Address: 246 Prairie Avenue
Providence, RI 02905

Website address: www.ulri.org

Name of Program: Transitional Jobs

Contact Person(s) for Program Information:

Brenda Gomes	351-5000 x 144	454-1946	brenda@ulri.org
Marcia Ranglin-Vassell	351-5000 x 156	454-1946	marcia@ulri.org
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person: N/A

Name	Telephone	FAX	E-Mail
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Program Description: Transitional Jobs services entail a period of paid work experience that precedes the FIP parent's placement in more permanent employment. During the period of paid work experience, the FIP parent may be in a public or private transitional work setting while the parent receives individualized, intensive and supportive case management and the parent's wages are paid through Urban League. Urban League then assists the FIP parent into a permanent placement (could be with the same company).

Names of Certificate(s) or credential(s) awarded upon completion: n/a

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

n/a – this is individualized

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

n/a – all referrals come through JRU

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Urban League will serve FIP parents in the metropolitan area, but they are physically located at 246 Prairie Avenue, Providence, RI.

Enrollment information for calendar year 2005*:

Open entry / open exit? Yes

Days and Hours that Program is Offered				
	Time Starts (at ULRI)	Time Ends (at ULRI)	Time Starts	Time Ends
Monday	9:00 am	1:00 pm		
Tuesday	9:00 am	1:00 pm		
Wednesday	9:00 am	1:00 pm		
Thursday	9:00 am	1:00 pm		
Friday	9:00 am	1:00 pm		
Saturday				
Sunday				

Total Cost of Program N/A Total Cost Paid by RI DHS

Other Types of Financial Aid available to the student: N/A

***It is our expectation that you will update this each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers

Name of Organization: Visiting Nurse Services: Young Parents Program

Mailing Address: 21 Chapel Street
Newport, RI 02840

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Jennifer Nappi 849-2101 849-7720

Name	Telephone	FAX	E-mail
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Financial Aid Contact Person:

Name	Telephone	FAX	E-mail
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Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in Bristol, Jamestown, Little Compton, Middletown, Newport, Portsmouth, Tiverton and Warren.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year. The Career Academy is open entry/open exit.

<u>VNS: YPP/ Newport Career Academy Days and Hours</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	2:00 PM		
Tuesday	9:00 AM	2:00 PM		
Wednesday	9:00 AM	2:00 PM		
Thursday	9:00 AM	2:00 PM		
Friday	9:00 AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: grant Funded

Total Cost Paid by RI DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Westbay Community Action Program
Mailing Address: 205 Buttonwoods Avenue
Website address: Warwick, RI 02886

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Renee Cardile	732-4660	739-2761	
Name	Telephone	FAX	E-Mail

Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in East Greenwich, Warwick, and West Warwick.

Enrollment information for calendar year 2004*:

Open entry / open exit? x
 Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year.

Total Cost of Program: grant funded

Total Cost Paid by RI DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Westbay CAP

Mailing Address: 224 Buttonwoods Avenue
Warwick, RI 02886

Website address: www.westbaycap.org

Name of Program: Supportive Employment and Transitional Jobs

Contact Person(s) for Program Information:

Jessie Ealy	732-4666 x 120	732-6965	jessie@westbaycap.org
Michael Martin	732-4666 x 126	737-2051	tba
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person: N/A

Name	Telephone	FAX	E-Mail
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Program Description: Supportive Employment services are provided in the context of employment. FIP parents are referred to Westbay by DHS' Job Retention Unit, and then are provided orientation and brief assessment by Westbay prior to placement in suitable employment. Individualized, intensive and supportive case management services are provided to assure employment success and retention. Transitional Jobs services differ from Supportive Employment services in that there is a period of paid work experience that precedes the FIP parent's placement in more permanent employment. During the period of paid work experience, the FIP parent may be in a public or private transitional work setting while the parent receives individualized, intensive and supportive case management and the parent's wages are paid through Westbay.

Names of Certificate(s) or credential(s) awarded upon completion: n/a

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:
n/a – this is individualized

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

n/a – all referrals come through JRU

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Westbay will serve FIP parents throughout the state, as assigned, but concentrate in the west bay area, and physical location is 218 Buttonwoods Avenue, Warwick, RI.

Enrollment information for calendar year 2005*:

Open entry / open exit? Yes

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 am	4:00 pm		
Tuesday	9:00 am	4:00 pm		
Wednesday	9:00 am	4:00 pm		
Thursday	9:00 am	4:00 pm		
Friday	9:00 am	4:00 pm		
Saturday				
Sunday				

Total Cost of Program N/A Total Cost Paid by RI DHS

Other Types of Financial Aid available to the student: N/A

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Contracted Providers**

Name of Organization: Women and Infants Hospital

Mailing Address: 101 Dudley Street
Providence, RI 02905

Name of Program: Adolescent Self-Sufficiency Collaborative (ASSC)

Contact Person(s) for Program Information:

Ivonne Malave 274-1100

Name	Telephone	FAX	E-mail
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Mary Donnelly 274-1100

Name	Telephone	FAX	E-mail
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Name	Telephone	FAX	E-mail
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Program Description:

The primary goal of the ASSC is that teens graduate from secondary school well prepared to lead productive lives. Toward this end, the ASSC provides case management services to all (not just those receiving or eligible to receive FIP cash benefits) pregnant and parenting teens requiring or requesting them. The ASSC objectives are to a.) reduce repeat pregnancy, b.) improve social skills/character development, and c.) improve academic and other life skills (including parenting skills) of all participants. Further, the ASSC assists to establish paternity and child support, assists minor teen parents in identifying, locating and maintaining adult supervised living arrangements, provides opportunities for career exploration, work experience, and community service.

Names of Certificate(s) or credential(s) awarded upon completion:

High School Diploma or G.E.D.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Entry level, minimum wage employment

Prerequisites for admission into program:

Under age 20, pregnant or custodial parent, no secondary school credential

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Participants are served who live in the city of Providence who attend Central High School, Classical High School and Hanley Vocational School.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Total Number of Weeks in Program: The ASSC operates 52 weeks, year round. Participants are enrolled in and must attend an academic setting (from 20 to 30 hr/wk) as appropriate. They must also attend ASSC led group and/or individual skill building sessions held in schools, community sites, or at their own homes.

Brief description of any flexibility or options offered regarding start/end dates: Delivery of the program via a case management system allows the program to begin at any date throughout the year.

Total Cost of Program: grant funded

Total Cost Paid by RI DHS: grant funded

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

DHS

CERTIFIED

VENDORS

DHS Certified Vendors 2004-2005

PROGRAMS ARRANGED BY TYPE OF EDUCATION AND TRAINING OFFERED

CUSTOMER SERVICE

DB GRANT ASSOCIATES

FAMILY RESOURCES

GOODWILL INDUSTRIES

BUILDING MAINTENANCE/HOUSEKEEPING

MTTI

COMPUTERS FOR OFFICE SKILLS (includes medical office)

COMMUNITY COLLEGE OF RI

FAMILY RESOURCES COMMUNITY ACTION

GENESIS CENTER

MTTI

RI CENTRAL DIRECTORY

CAREER ED INSTITUTE

FOCUS

GOODWILL INDUSTRIES

PEOPLE IN PARTNERSHIPS

RI COLLEGE OUTREACH PROGRAM

COMPUTER-TECHNICAL

CAREER ED INSTITUTE

MTTI

FOOD SERVICE

COMMUNITY COLLEGE OF RI

RI COMMUNITY FOOD BANK

GENESIS CENTER

MEDICAL – RELATED/CERTIFIED NURSING ASSISTANTS (CNA)

COMMUNITY COLLEGE OF RI

CROSSROADS

PEOPLE IN PARTNERSHIPS

RI COLLEGE OUTREACH PROGRAM

CAREER ED INSTITUTE

NEW ENGLAND GERONTOLOGY ACADEMY

RI CENTRAL DIRECTORY OF NURSES

AUTO SERVICE ADV/AUTO, MARINE, POWER EQUIP, TELECOM TECH/WELDING/LEAD & ASBESTOS

COMMUNITY COLLEGE OF RI

MTTI

TEACHER ASSISTANT/CHILD CARE

COMMUNITY COLLEGE OF RI

GENESIS CENTER

FOCUS

WORK EXPERIENCE COMPONENTS (may include literacy or skills)

CROSSROADS

FAMILY RESOURCES

GENESIS

RI CENTRAL DIRECTORY

SER JOBS

DORCAS PLACE

FOCUS

GOODWILL INDUSTRIES

RI COMMUNITY FOOD BANK

WESTBAY CAP

WORK-BASED ESL OR LITERACY COMBINATIONS

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INTERNATIONAL INSTITUTE

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Career Education Institute
Mailing Address: Lincoln Mall
622 George Washington Highway
Lincoln, RI 02865
Website address: www.ceitraining.com
Name of Program: Electronic Systems Technician

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Vivianne Baillargeon	(401) 334-2430	(401) 334-5087	vbaillargeon@ceitraining.com

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
Sonia Skeldon	(401) 334-2430	(401) 334-5087	sskeldon@ceitraining.com

Program Description:

Students enrolled in this 720-hour program will be provided with the entry-level knowledge and skills required to function as a Mechanic/Installer/Repairer in the Residential/Commercial Telecommunications Industries, Life Security and Entertainment Industries and/or Energy Management Industries. Entry-level knowledge and skills required in the areas of installed cable support structures; drilling pathways for wiring and cables; installing, securing and termination wiring and cables; program digital components to perform their designed tasks; install pathways and spaces for installation of low voltage wiring; install, terminate and test wires and cables, both copper and fiber-optic; install, test, certify and troubleshoot local area network (LAN) cabling systems; provide testing analysis and repair of video, voice and data systems.

Names of Certificate(s) or credential(s) awarded upon completion:

Electronic Systems Technician

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Mechanic/Installer/Repairer in Telecommunications	11 - 14.00 per hr
Mechanic/Installer/Repairer in Life Security & Entertainment industries	11 - 14.00 per hr
Mechanic/Installer/Repairer in Video/Voice/Data & Energy Mgmt. Industries	11 - 14.00 per hr

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

A High School Diploma or GED, a tour of the school facility and a completed Admissions Application. Potential students should have an interest and desire to participate in the program. Students must complete and meet minimum score on pre-admission testing.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Lincoln Mall, 622 George Washington Highway, Lincoln, RI 02865

Facility is handicap accessible, located in a Shopping Mall with ample parking and on a bus line.

Enrollment information for calendar year 2005*:**Open entry / open exit?**

☐ Yes ☒ No

Scheduled Start Date 01/19/05 **Scheduled End Date** 06/28/05 **(DAY CLASS)**

Scheduled Start Date 02/09/05 **Scheduled End Date** 01/19/06 **(NIGHT CLASS)**

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	Morning 7:30 am	Morning 12:30 pm	Evening 6:00 pm	Evening 10:00 pm
Tuesday	Morning 7:30 am	Morning 12:30 pm	Evening 6:00 pm	Evening 10:00 pm
Wednesday	Morning 7:30 am	Morning 12:30 pm	Evening 6:00 pm	Evening 10:00 pm
Thursday	Morning 7:30 am	Morning 12:30 pm	Evening 6:00 pm	Evening 10:00 pm
Friday	Morning 7:30 am	Morning 12:30 pm	Not Applicable	Not Applicable
Saturday	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Sunday	Not Applicable	Not Applicable	Not Applicable	Not Applicable

Total Cost of Program \$11,800 **Total Cost Paid by RI DHS:** \$4,000.00

Other Types of Financial Aid available to the student:

Pell, Subsidized and Unsubsidized Stafford, Private Loan, Opportunity Loan.

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Career Education Institute
Mailing Address: Lincoln Mall
622 George Washington Highway
Lincoln, RI 02865
Website address: www.ceitraining.com
Name of Program: Medical Administrative Assistant

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Vivianne Baillargeon	(401) 334-2430	(401) 334-5087	vbaillargeon@ceitraining.com

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
Sonia Skeldon	(401) 334-2430	(401) 334-5087	sskeldon@ceitraining.com

Program Description:

As a result of technological advances and an aging population, demand for health care services is increasing. As health care in the United States continues to change, the need for skilled, knowledgeable Medical Administrative Assistants is increasing. Medical Administrative Assistants have a sincere desire to help others and a fascination for the complexities of today's health care facility. This program provides the student with knowledge of the business of health care, plus training in computer applications and basic clinical skills, allowing graduates to contribute to the smooth functioning of the modern health care facility. The program has recently been revised to include more hands-on medical assistant training.

Names of Certificate(s) or credential(s) awarded upon completion:

Medical Administrative Assistant Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Medical Administrative Assistant	\$9.00 – \$13.50 per hour
Medical Secretary	\$9.00 – \$13.50 per hour
Medical Records Technician	\$9.00 – \$13.50 per hour

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

A High School Diploma or GED, a tour of the school facility and a completed Admissions Application. Potential students should have an interest and desire to participate in the program. Students must complete and meet minimum score on pre-admission testing.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Lincoln Mall, 622 George Washington Highway, Lincoln, RI 02865

Facility is handicap accessible, located in a Shopping Mall with ample parking and on a bus line.

Enrollment information for calendar year 2004*:

Open entry / open exit?

☐ Yes ☒ No

Scheduled Start Date	08/31/04	Scheduled End Date	03/11/05
Scheduled Start Date	09/28/04	Scheduled End Date	04/07/05
Scheduled Start Date	10/25/04	Scheduled End Date	05/04/05
Scheduled Start Date	11/19/04	Scheduled End Date	06/01/05

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Tuesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Wednesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Thursday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Friday	Morning 7:30 am	Morning 12:30 pm	Not Applicable	Not Applicable
Saturday	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Sunday	Not Applicable	Not Applicable	Not Applicable	Not Applicable

Total Cost of Program \$10,745 **Total Cost Paid by RI DHS:** \$4,000.00

Other Types of Financial Aid available to the student:

Pell, Subsidized and Unsubsidized Stafford, Sallie Mae Private Loan, Opportunity Loan.

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Career Education Institute

Mailing Address: Lincoln Mall
622 George Washington Highway
Lincoln, RI 02865

Website address: www.ceitraining.com

Name of Program: Medical Administrative Assistant with Externship

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Vivianne Baillargeon	(401) 334-2430	(401) 334-5087	vbaillargeon@ceitraining.com

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
Sonia Skeldon	(401) 334-2430	(401) 334-5087	sskeldon@ceitraining.com

Program Description:

As a result of technological advances and an aging population, demand for health care services is increasing. As health care in the United States continues to change, the need for skilled, knowledgeable Medical Administrative Assistants is increasing. Medical Administrative Assistants have a sincere desire to help others and a fascination for the complexities of today's health care facility. This program provides the student with knowledge of the business of health care, plus training in computer applications and basic clinical skills, allowing graduates to contribute to the smooth functioning of the modern health care facility. The program has recently been revised to include more hands-on medical assistant training.

Names of Certificate(s) or credential(s) awarded upon completion:

Medical Administrative Assistant with Externship Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Medical Administrative Assistant	\$9.00 – \$13.50 per hour
Medical Secretary	\$9.00 – \$13.50 per hour
Medical Records Technician	\$9.00 – \$13.50 per hour

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

A High School Diploma or GED, a tour of the school facility and a completed Admissions Application. Potential students should have an interest and desire to participate in the program. Students must complete and meet minimum score on pre-admission testing.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Lincoln Mall, 622 George Washington Highway, Lincoln, RI 02865

Facility is handicap accessible, located in a Shopping Mall with ample parking and on a bus line.

Enrollment information for calendar year 2004*:

Open entry / open exit?

☐ Yes ☒ No

Scheduled Start Date	08/31/04	Scheduled End Date	04/22/05
Scheduled Start Date	09/28/04	Scheduled End Date	05/20/05
Scheduled Start Date	10/25/04	Scheduled End Date	06/15/05
Scheduled Start Date	11/19/04	Scheduled End Date	07/14/05

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Tuesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Wednesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Thursday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Friday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Not Applicable	Not Applicable
Saturday	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Sunday	Not Applicable	Not Applicable	Not Applicable	Not Applicable

Total Cost of Program \$11,800 **Total Cost Paid by RI DHS:** \$4,000.00

Other Types of Financial Aid available to the student:

Pell, Subsidized and Unsubsidized Stafford, Sallie Mae Private Loan, Opportunity Loan.

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Career Education Institute

Mailing Address: Lincoln Mall
622 George Washington Highway
Lincoln, RI 02865

Website address: www.ceitraining.com

Name of Program: Medical Assistant

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Vivianne Baillargeon	(401) 334-2430	(401) 334-5087	vbaillargeon@ceitraining.com

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
Sonia Skeldon	(401) 334-2430	(401) 334-5087	sskeldon@ceitraining.com

Program Description:

Due to the changes in Managed Health care and the expansion of private group practices, there is an ever-increasing demand for a well trained Medical Assistant. This program provides students with the clinical, administrative and laboratory skills necessary to perform the multitude of tasks required by today's medical office facilities, as well as providing job opportunities in a hospital or laboratory setting.

Names of Certificate(s) or credential(s) awarded upon completion:

Medical Assistant Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Medical Assistant	\$9.00 – \$14.00 per hour
Medical Secretary	\$9.00 – \$14.00 per hour
Medical Claims Processor	\$9.00 – \$14.00 per hour

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

A High School Diploma or GED, a tour of the school facility and a completed Admissions Application. Potential students should have an interest and desire to participate in the program. Students must complete and meet minimum score on pre-admission testing.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Lincoln Mall, 622 George Washington Highway, Lincoln, RI 02865

Facility is handicap accessible, located in a Shopping Mall with ample parking and on a bus line.

Enrollment information for calendar year 2004*:**Open entry / open exit?**

☐ Yes ☒ No

Scheduled Start Date	08/31/04	Scheduled End Date	04/22/05
Scheduled Start Date	09/28/04	Scheduled End Date	05/20/05
Scheduled Start Date	10/25/04	Scheduled End Date	06/15/05
Scheduled Start Date	11/19/04	Scheduled End Date	07/14/05

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Tuesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Wednesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Thursday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Friday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Not Applicable	Not Applicable
Saturday	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Sunday	Not Applicable	Not Applicable	Not Applicable	Not Applicable

Total Cost of Program \$11,800 **Total Cost Paid by RI DHS:** \$4,000.00

Other Types of Financial Aid available to the student:

Pell, Subsidized and Unsubsidized Stafford, Sallie Mae Private Loan, Opportunity Loan.

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Career Education Institute

Mailing Address: Lincoln Mall
622 George Washington Highway
Lincoln, RI 02865

Website address: www.ceitraining.com

Name of Program: PC Support Technician

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Vivianne Baillargeon	(401) 334-2430	(401) 334-5087	vbaillargeon@ceitraining.com

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
Sonia Skeldon	(401) 334-2430	(401) 334-5087	sskeldon@ceitraining.com

Program Description:

Students enrolled in this 720-hour program will be trained for entry-level positions as microcomputer desk-side support technicians. A PC Support Technician Certificate will be issued upon completion. Students will learn to install, modify, diagnose, repair, and provide general technical assistance to microcomputer hardware and software systems at a client's workplace. The graduate of this program will also learn effective communications skills in order to answer clients' inquiries effectively.

Names of Certificate(s) or credential(s) awarded upon completion:

PC Support Technician Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Computer Technician	\$11.50 – \$13.50 per hour
Help Desk Analyst	\$11.50 – \$13.50 per hour
PC Technician	\$11.50 – \$13.50 per hour

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

A High School Diploma or GED, a tour of the school facility and a completed Admissions Application. Potential students should have an interest and desire to participate in the program. Students must complete and meet minimum score on pre-admission testing.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Lincoln Mall, 622 George Washington Highway, Lincoln, RI 02865

Facility is handicap accessible, located in a Shopping Mall with ample parking and on a bus line.

Enrollment information for calendar year 2004*:

Open entry / open exit?

☐ Yes ☒ No

Scheduled Start Date	08/31/04	Scheduled End Date	03/11/05
Scheduled Start Date	09/28/04	Scheduled End Date	04/07/05
Scheduled Start Date	10/25/04	Scheduled End Date	05/04/05
Scheduled Start Date	11/19/04	Scheduled End Date	06/01/05

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Tuesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Wednesday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Thursday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Evening 6:00 pm	Evening 10:00 pm
Friday	Morning 7:30 am Afternoon 1:00 pm	Morning 12:30 pm Afternoon 5:00 pm	Not Applicable	Not Applicable
Saturday	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Sunday	Not Applicable	Not Applicable	Not Applicable	Not Applicable

Total Cost of Program \$8,500 **Total Cost Paid by RI DHS:** \$4,000.00

Other Types of Financial Aid available to the student:

Pell, Subsidized and Unsubsidized Stafford, Sallie Mae Private Loan, Opportunity Loan.

***It is our expectation that you will update this each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Community College of Rhode Island
Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865
Website address: CCRI.EDU

Name of Program: Asbestos Supervisor

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

Name	Telephone	FAX	E-Mail
Denise T. Szymczuk(Referral agent)	333-7165	333-7426	dszymczuk@ccri.edu
Timothy Finucane (Program Coordinator)	455-6129	455-6047	tfinucane@ccri.edu

Financial Aid Contact Person:

N/A			
Name	Telephone	FAX	E-Mail

Program Description:

The Asbestos Supervisor 40 hour class is to prepare students for RI State licensure. The course covers federal and state regulations and procedure.

Names of Certificate(s) or credential(s) awarded upon completion:

Asbestos Supervisor/Contractor Certificate of Completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Asbestos Supervisor	\$10.00 - \$26.00
Asbestos Worker	\$8.00 - \$20.00

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

The three facilities offer ample parking, are handicap accessible and on bus lines.

Open entry / open exit? X
Yes No

Total Number of Weeks in Program: 2.5

Flexible in terms of start dates and training locations.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	5:30 p.m.	9:30 p.m.		
Tuesday	5:30 p.m.	9:30 p.m.		
Wednesday	5:30 p.m.	9:30 p.m.		
Thursday	5:30 p.m.	9:30 p.m.		
Friday				
Saturday	8:00 a.m.	4:00 p.m.		
Sunday				

Total Cost Paid by RI DHS: \$455.00**

Other Types of Financial Aid available to the student: N/A

**** Client responsible for a \$75 licensing fee paid to RI Department of Health**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Community College of Rhode Island
Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865
Website address: CCRI.EDU

Name of Program: Certified Nursing Assistant Training (CNA)

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk (Referral Agent)</u>	<u>333-7165</u>	<u>333-7426</u>	<u>dszymczuk@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Mary Parrillo (Training Evaluator)</u>	<u>333-7286</u>	<u>333-7237</u>	<u>maparrillo@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>N/A</u>	<u> </u>	<u> </u>	<u> </u>
Name	Telephone	FAX	E-Mail

Program Description:

CCRI's Certified Nursing Assistant Program is designed to teach individuals basic nursing skills to provide care for the elderly, disabled, ill, handicapped, or dependent individuals in home setting, hospitals, and long-term care facilities. The program consists of 120 hours of training in classroom, lab, and clinical study.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of Completion; qualified to sit for the state licensing exam.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Nurse Aide: \$10.00 - \$12.00
Nurse Assistant: \$10.00 - \$12.00
Home Health Aide: \$10.00 - \$12.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

TABE Reading test results – minimum of 7.9; up to date physical exam; immunization read, PPD, Hepatitis B Test, and applicable background criminal investigation check (BCI).

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

CCRI's Lincoln, Providence, and Warwick Campuses

CCRI's Training and Technology Center – Quonset at 129 Airport Road, N. Kingstown, RI

Davies Career & Technical Center at, 50 Jenckes Hill Road Lincoln, RI

The facilities offer ample parking, are handicap accessible, and on a bus line. Limited bus service at Quonset (drop off at gate with a 2 mile walk to facility).

Enrollment information for calendar year 2004*:

Open entry / open exit? X
Yes No

Scheduled Start Date Varied

Scheduled Start Date Varied

Scheduled Start Date Varied

Scheduled Start Date Varied

Scheduled Start Date Varied

Scheduled Start Date Varied

Scheduled Start Date Varied

Scheduled Start Date Varied

Total Number of Weeks in Program: 6 – 12; options: days, 20-hrs./4 days; evenings, 12 hrs./3 days

Brief description of any flexibility or options offered regarding start/end dates: Classes are formed as applications are received. Students are notified by letter of schedule start date.

Days and Hours that Program is Offered				
	Time Starts: Lincoln	Time Ends *	Time Starts: Lincoln	Time Ends *
Monday	9:00 a.m.	1:00 p.m.	5:00 p.m.	9:00 p.m.
Tuesday	9:00 a.m.	1:00 p.m.	5:00 p.m.	9:00 p.m.
Wednesday	9:00 a.m.	1:00 p.m.	5:00 p.m.	9:00 p.m.
Thursday	9:00 a.m.	1:00 p.m.		
Friday	9:00 a.m.	1:00 p.m.		
Saturday				
Sunday	* homework is not a	factor	* plus 8 hrs homework	

Days and Hours that Program is Offered				
	Time Starts : Prov.	Time Ends *	Time Starts: Davies	Time Ends *
Monday	1:00 p.m.	4:00 p.m.	5:00 p.m.	9:00 p.m.
Tuesday	1:00 p.m.	4:00 p.m.	5:00 p.m.	9:00 p.m.
Wednesday	1:00 p.m.	4:00 p.m.		
Thursday	1:00 p.m.	4:00 p.m.	5:00 p.m.	9:00 p.m.
Friday	1:00 p.m.	4:00 p.m.		
Saturday				
Sunday	* plus 5 hrs homework		* plus 8 hrs homework	

Days and Hours that Program is Offered				
	Time Starts : Warw	Time Ends *	Time Starts: Lincoln	Time Ends *
Monday				
Tuesday	5:00 p.m.	9:00 p.m.		
Wednesday	5:00 p.m.	9:00 p.m.		
Thursday	5:00 p.m.	9:00 p.m.		
Friday			5:00 p.m.	9:00 p.m.
Saturday			9:00 a.m.	3:00 p.m.
Sunday	* plus 8 hrs homework		* good for an employed	client

Total Cost of Program: \$641.00

Total Cost Paid by RI DHS: \$641.00

Other Types of Financial Aid available to the student: N/A

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Community College of Rhode Island

Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865

Website address: CCRI.EDU

Name of Program: Culinary Arts Assistant

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk (Referral agent)</u>	<u>333-7165</u>	<u>333-7426</u>	<u>dszymczuk@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Emilio Colantonio (Program Director)</u>	<u>825-2320</u>	<u>825-2265</u>	<u>ecolantonio@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Christine Jenkins</u>	<u>455-6006</u>	<u> </u>	<u>cjenkins@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Program Description:

College level, credit bearing certificate program that prepares students for entry-level positions in the food service industry. The certificate includes 225 hours of classroom, lab, and on-the-job instruction. Students learn skills in food sanitation, culinary management, and food production.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of completion is awarded which includes 18 college credits, and national / state Food Sanitation Certificate.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Cook	\$8.00 - \$10.00
Banquet Chef	\$8.00 - \$10.00
Dining Room Mgr.	\$8.00 - \$10.00
Caterer	\$8.00 - \$10.00
Club Steward	\$8.00 - \$10.00
Dietary Food Mgr.	\$12.00 - \$14.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

TABE: Reading & Math 9.9, Language 9.0, CCRI's Acuplacer, GED/HS Diploma

Must be referred through the REACH program

Financial Aid Application / Award

CCRI Information Session; Interview with Culinary Program Staff

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

CCRI's Knight Campus, 400 East Avenue, Warwick, RI 02886

Enrollment information for calendar year 2004*:

Open entry / open exit? _____ X

Yes No

Scheduled Start Date January

Scheduled Start Date _____

Scheduled Start Date May

Scheduled Start Date _____

Scheduled Start Date September

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Total Number of Weeks in Program: 15

Brief description of any flexibility or options offered regarding start/end dates: *None*

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	3:00 p.m.	8:30 p.m.		
Tuesday				
Wednesday	3:00 p.m.	8:30 p.m.		
Thursday	3:00 p.m.	8:30 p.m.		
Friday				
Saturday				
Sunday				

Total Cost of Program: \$3,459

Total Cost Paid by RI DHS: \$0 - \$4,000***

Other Types of Financial Aid available to the student:

Pell Grant: \$0 - \$4,000

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

***** Dependent upon Financial Aid Grant Award**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Community College of Rhode Island
Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865
Website address: CCRI.EDU

Name of Program: Lead Worker Training

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk (Referral agent)</u>	<u>333-7165</u>	<u>333-7426</u>	<u>dszymczuk@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Timothy Finucane (Program Coordinator)</u>	<u>455-6129</u>	<u>455-6047</u>	<u>tfinucane@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>N/A</u>	<u> </u>	<u> </u>	<u> </u>
Name	Telephone	FAX	E-Mail

Program Description:

Lead worker initial 24 hour training is also offered in Spanish. The class is to prepare to workers for licensure by the RI Department of Health. Students learn the basics of safety procedures in removal, demolition, renovation, enclosure, and encapsulation of lead products.

Names of Certificate(s) or credential(s) awarded upon completion:

Lead Worker Certificate of Completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Lead Worker \$8.00 - \$20.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

There are no pre-requisites -other that the ability to read and write 7th grade level on the TABE. There are medical / respirator issues that have to be addressed for work.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

CCRI's Lincoln, Providence, and Warwick campuses.

The facilities offer ample parking, are handicap accessible and are on a bus line.

Enrollment information for calendar year 2004*:

Open entry / open exit? _____ X

Yes No

Scheduled Start Date _____ Varied

Scheduled Start Date _____

Scheduled Start Date _____ Varied

Scheduled Start Date _____

Scheduled Start Date _____ Varied

Scheduled Start Date _____

Scheduled Start Date _____ Varied

Scheduled Start Date _____

Total Number of Weeks in Program: _____ 2.5

Brief description of any flexibility or options offered regarding start/end dates

Flexible in terms of start dates and training sites.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	5:30 p.m.	9:30 p.m.		
Tuesday	5:30 p.m.	9:30 p.m.		
Wednesday	5:30 p.m.	9:30 p.m.		
Thursday	5:30 p.m.	9:30 p.m.		
Friday				
Saturday	8:00 a.m.	4:00 p.m.		
Sunday				

Total Cost of Program: _____ \$330.00

Total Cost Paid by RI DHS: \$330.00 **

Other Types of Financial Aid available to the student: N/A

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

**** Client is responsible for a \$20 licensing fee paid to RI Department of Health**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Community College of Rhode Island

Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865

Website address: CCRI.EDU

Name of Program: Lead Supervisor / Contractor

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk (Referral agent)</u>	<u>333-7165</u>	<u>333-7426</u>	<u>dszymczuk@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Timothy Finucane (Program Coordinator)</u>	<u>455-6129</u>	<u>455-6047</u>	<u>tfinucane@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>N/A</u>	<u> </u>	<u> </u>	<u> </u>
Name	Telephone	FAX	E-Mail

Program Description:

Lead Supervisor / Contractor 40 hour training is offered in English only. The class is to prepare Supervisors and Contractors in the basics of safety procedures in removal, encapsulation / enclosure, demolition, and renovation of lead products. The class prepares students for the state licensure.

Names of Certificate(s) or credential(s) awarded upon completion:

Lead Supervisor/Contractor Certificate of Completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Lead Supervisor	\$10.00 - \$26.00
Lead Worker	\$8.00 - \$20.00

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

The facilities offer ample parking, are handicap accessible and are on a bus line.

Open entry / open exit? X
Yes No

[illegible]

Flexible in terms of start dates and site locations.

Days and Hours that Program is Offered					
	Time Starts	Time Ends		Time Starts	Time Ends
Monday	5:30 p.m.	9:30 p.m.			
Tuesday	5:30 p.m.	9:30 p.m.			
Wednesday	5:30 p.m.	9:30 p.m.			
Thursday					
Friday					
Saturday	8:00 a.m.	4:00 p.m.			
Sunday					

Total Cost Paid by RI DHS: \$505.00**

Other Types of Financial Aid available to the student: N/A

**** Client is responsible for a \$75 licensing fee paid to RI Department of Health**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Community College of Rhode Island

Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865

Website address: CCRI.EDU

Name of Program: Office Skills Training

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk (Referral agent)</u>	<u>333-7164</u>	<u>333-7246</u>	<u>dszymczuk@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Mary Parrillo (Training Evaluator)</u>	<u>333-7286</u>	<u>333-7237</u>	<u>maparrillo@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>N/A</u>	<u> </u>	<u> </u>	<u> </u>
Name	Telephone	FAX	E-Mail

Program Description:

A 20-week, 400-hour program consisting of 18 weeks of training and 2 weeks of intensive job readiness/search activities. Topics covered include Windows 2000, Internet Explorer, sending and receiving E-mail, complete Office Suite 2000, office practices and procedures, and academic enrichment.

Names of Certificate(s) or credential(s) awarded upon completion:

Office Skills Training - Certificate *

* Given after completion of program and 13 weeks of employment.

College credits: see attached description of college credits awarded to program

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Clerical

Clerical & Administrative Support Workers

Entry level or better office employment, using Microsoft Office 2000, math, English, typing, filing, and business correspondence skills. Salary range: \$10.50 to \$13.00 per hour.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

TABE - Reading, Math, and Language results equivalent to 7.9, or CASAS 225;
APTICOM - confirmation of office/clerical interest; High School Diploma, GED or Enrollment in GED Program.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

CCRI's Flanagan Campus, 1762 Louisquisset Pike, Lincoln, RI

CCRI's Training and Technology Center – Quonset at 129 Airport Road, N. Kingstown, RI

Davies Career & Technical Center, 50 Jenckes Hill Road, Lincoln, RI.

The facilities offer ample parking, are handicap accessible, and on a bus line. Limited bus service at Quonset (drop off at gate with a 2 mile walk to facility).

Enrollment information for calendar year 2004*:

Open entry / open exit? **Yes** X **No**

Scheduled Start Date July

Scheduled Start Date _____

Scheduled Start Date January

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date _____

Total Number of Weeks in Program: _____

Brief description of any flexibility or options offered regarding start/end dates Classes are formed when sufficient numbers are enrolled. Enrollment is open until the end of the first week of program.

Days and Hours that Program is Offered				
	Time Start (CCRI)	Time End (CCRI)	Time Start (Davies)	Time End (Davies)
Monday	9:00 a.m.	2:00 p.m.	4:00 (4:30 p.m.)	8:30 (9:00 p.m.)
Tuesday	9:00 a.m.	2:00 p.m.	4:00 (4:30 p.m.)	8:30 (9:00 p.m.)
Wednesday	9:00 a.m.	2:00 p.m.	4:00 (4:30 p.m.)	8:30 (9:00 p.m.)
Thursday	9:00 a.m.	2:00 p.m.	4:00 (4:30 p.m.)	8:30 (9:00 p.m.)
Friday	9:00 a.m.	2:00 p.m.		
Saturday				
Sunday				

Total Cost of Program: \$2,000.00

Total Cost Paid by RI DHS: \$2,000.00

Other Types of Financial Aid available to the student:

N/A

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Community College of Rhode Island

Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865

Website address: CCRI.EDU

Name of Program: Teacher Assistant Certification Program

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk(Referral agent)</u> Name	<u>333-7165</u> Telephone	<u>333-7426</u> FAX	<u>dszymczuk@ccri.edu</u> E-Mail
<u>Jamie Nash (Program Coordinator)</u> Name	<u>333-7156</u> Telephone	<u>333-7237</u> FAX	<u>jnash@ccri.edu</u> E-Mail

Financial Aid Contact Person:

<u>N/A</u> Name	<u> </u> Telephone	<u> </u> FAX	<u> </u> E-Mail
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Program Description:

If you are serious about beginning a career in education, this program is for you. Become a confident, certified paraprofessional by acquiring the skills and knowledge to be an effective member of a teaching team. This Rhode Island Department of Education approved, seven-week program will provide training consistent with state standards for all persons interested in being employed as a full-time, part-time, or substitute teacher assistant.

Names of Certificate(s) or credential(s) awarded upon completion:

Training Certificate recognized by the Rhode Island Department of Education

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Teacher Assistant - \$7.40 to \$18.50 per hour

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

TABE: Reading, Math, and Language – minimum score of 8.0 on 2 of the 3 areas.

CCRI's Lincoln, Providence, and Warwick Campuses

These facilities offer ample parking, are handicap accessible, and are on the bus line.

CCRI's Training & Technology Center – Quonset at 129 Airport Road, N. Kingstown, RI.

This facility offers ample parking and is handicap accessible and limited bus service (drop off at gate with a 2 mile walk to facility).

Open entry / open exit? X
Yes No

Scheduled Start Date 10/27/04 M&W, Quonset

Scheduled Start Date 10/28/04 T&R, Flanagan

Scheduled Start Date

Scheduled Start Date
12/1/2023

Total Number of Weeks in Program: 6

Brief description of any flexibility or options offered regarding start/end dates:

Students are allowed to miss 2 classes and make them up during future sessions.

Days and Hours that Program is Offered					
	Time Starts	Time Ends		Time Starts	Time Ends
Monday	6:00 pm	9:00pm			
Tuesday				6:00 pm	9:00pm
Wednesday	6:00 pm	9:00pm			
Thursday				6:00 pm	9:00pm
Friday					
Saturday					
Sunday					

Total Cost Paid by RI DHS: \$250.00

Other Types of Financial Aid available to the student: N/A

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Community College of Rhode Island
Mailing Address: 1762 Louisquisset Pike
Lincoln, Rhode Island 02865
Website address: CCRI.EDU

Name of Program: Welding

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Denise T. Szymczuk(DHS referral agent)</u>	<u>333-7166</u>	<u>333-7426</u>	<u>dszymczuk@ccri.edu</u>
Name	Telephone	FAX	E-Mail
<u>Joanne Galliano (Program Coordinator)</u>	<u>825-2416</u>	<u>825-2265</u>	<u>jgalliano@ccri.edu</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>N/A</u>	<u> </u>	<u> </u>	<u> </u>
Name	Telephone	FAX	E-Mail

Program Description:

This 150 hour program prepares individuals for work as an entry-level welder. Several welding techniques are taught (Fluxcored, Pulse, Spray, Stick) as well as related work skills (e.g. grinding, oxy-acetylene torch cutting, etc.). Evaluation of the student's progress is a practical demonstration of his or her skills by conducting a "bend test" on a coupon (sample of the student's weld). The instructor, using national standards, evaluates the coupon for imperfections and the coupon is deemed pass or fail.

Names of Certificate(s) or credential(s) awarded upon completion:

Welding Certificate of Completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Welder \$10.00 - \$22.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

9th grade Reading and Math scores determined by TABE

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Crossroads Rhode Island

Mailing Address: 160 Broad Street
Providence, RI 02903

Website address: www.crossroadsri.org

Name of Program: Crossroads Certified Nursing Assistant Program

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Angela Bowman</u>	<u>521-2255</u>	<u>421-7410</u>	<u>abowman@crossroadsri.org</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Not applicable

_____	_____	_____	_____
Name	Telephone	FAX	E-Mail

Program Description:

A 7 week, blended (training +work experience) program which prepares students to become Certified Nursing Assistants, and to take the state exams for CNAs. Classroom instruction daily on all aspects of CNA job, such as taking vital signs, making beds, personal care for patients. Clinical experience days are distributed throughout the seven weeks. On these days, students work caring for residents at the Charlesgate Nursing Center under the supervision of staff. Class is taught by an experienced long-term care nurse. Remedial help on coursework is available through the Crossroads Learning Center. Classes also provide information on workplace communication and ethics, customer service, filling out job applications, interview skills and resume preparation. All students are assigned a Case Manager from Crossroads to assist in clearing all obstacles to successful completion of the course. A Career Day offers students a way to meet potential employers, some of whom participate through the RI Healthcare Partnership's Workforce Development initiative.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of Completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Certified Nursing Assistant. Salary Range from \$7.00 to \$16.00 per hour, depending on location of job, shift worked, and willingness to travel.

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Enrollment information for calendar year 2004*:**Scheduled Start Date**

Brief description of any flexibility or options offered regarding start/end dates: Start and end dates are dictated by 7 week cycles. In emergency, students unable to finish class can be accommodated in next cycle to complete coursework and graduate.

Note: On clinical days, hours are 7:30-1:30

Total Cost Paid by RI DHS: \$2929

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Certified Vendors / DHS Contracted Providers

Name of Organization: DB Grant Associates
Mailing Address: c/o NetWORKri
175 Main Street
Pawtucket, RI 02860
Website address: www.grantassociatesinc.com

Name of Program: Opportunity Calls – Customer Service & Call Center Training

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

Marc Vakassian	722-3100, ext. 166	729-1890mvakassian@grantassociatesinc.com
Name	Telephone	FAX
		E-Mail

Financial Aid Contact Person:

Marc Vakassian	722-3100, ext. 166	729-1890mvakassian@grantassociatesinc.com
Name	Telephone	FAX
		E-Mail

Program Description:

6 week intensive customer service course in a call center environment with business skills.

Names of Certificate(s) or credential(s) awarded upon completion:

Grant Associates & ICSA Certificates

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Customer Service Rep \$8.00 - \$12.00/hour + benefits

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Dorcas Place Adult & Family Learning Center, Inc.

Mailing Address: 220 Elmwood Avenue
Providence, RI 02907

Website address: www.dorcasplace.org

Name of Programs: Workplace Competency, Retail/Customer Service Training, and GED with Work Experience and Internships

Contact Person(s) for Program Information:

Robin Adams	401-273-8866 x 123	401-273-8893	radams@dorcasplace.org
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Name	Telephone	FAX	E-Mail
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Financial Aid Contact Person:

Rita L. Holahan	401-273-8866 x 108	401-273-8893	rholahan@dorcasplace.org
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Name	Telephone	FAX	E-Mail
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Program Description:

Students with a minimum CASAS score of 215 may be enrolled in the Retail & Customer Service Training or, with a score of 220 or higher, the Workplace Competency Certificate (WCC) Program. Sessions of either training will be scheduled each trimester based on student interest and appropriate test scores. Both trainings include a complete interest inventory and skills assessment and a worksite internship as part of the training. Students will be introduced to a set of basic life/work skills and new concepts such as goal-setting, time management, and problem-solving. A variety of other activities such as job shadows, career fairs, worksite visits, and other opportunities for career exploration will be offered throughout the year to enhance their job readiness skills and help prepare for active job-seeking and transition into employment. Where appropriate, job placement assistance will be coordinated through DHS and netWORKri resources. Students with a CASAS score of 245 or higher may be enrolled in the Adult Secondary Education program to begin studying and preparing for the GED.

Names of Certificate(s) or credential(s) awarded upon completion:

GED

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Retail / Sales Representatives	\$7-\$9.50/hour
Customer Service Representatives	\$8-\$12/hour
Receptionist	\$7.-\$12/hour

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Dorcas Place is located at 220 Elmwood Avenue in Providence. There is a RIPTA bus stop in front of our building and ample parking for students with cars. The center is handicapped accessible. Our center is also right next door to DHS' Providence Regional Family Center, 206 Elmwood Avenue.

Open entry / open exit?

Yes

X

X **If a student enrolls during a trimester, they will start in our**
No Learning Resource Center to facilitate the transition to class
in session.

Scheduled End Date 12/3/2004

Scheduled End Date	<u>3/18/2005</u>
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Scheduled End Date	<u>6/16/2005</u>
Scheduled End Date	6/17/2005

Days and Hours that Program is Offered					
	Time Starts	Time Ends		Time Starts	Time Ends
Monday	9:00	3:00			
Tuesday	9:00	3:00			
Wednesday	9:00	3:00			
Thursday	9:00	3:00			
Friday	9:00	3:00			
Saturday					
Sunday					

	Total Cost of Program	Total Cost Paid by RI DHS:
GED:	\$3,178.00	\$2,764.00
Retail/Customer Service:	\$3,692.00	\$3,210.00
Workplace Competency Certificate Program:	\$4,345.00	\$3,778.00

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Certified Vendors/DHS Contracted Providers**

Name of Organization: Family Resources Community Action

Mailing Address: 245 Main Street
Woonsocket, RI 02895

Website address:

Name of Program: Pre-Customer Service Training

Contact Person(s) for Program Information:

Paul Adams	766-0900 x 1141	766-8737	paula58960@aol.com
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Cecile Ryan	766-0900 x 1173	766-8737	
Name	Telephone	FAX	E-Mail

Program Description: This is an 8-week program, 30 hours per week, that covers the basics of computer applications, including Windows ME, Microsoft Word 2000, Excel 2000, Data Entry using Microsoft Access 2000, customer service training, and telephone techniques. Participants will also increase their typing speed, create a resume, improve their interviewing techniques and receive job placement assistance.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of Completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Administrative Office Clerk \$9-\$11/hr
Call Center/Teleserving Specialist \$9.50-\$12/hr
Customer Service Representative \$9-\$11.50/hr

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Proficiency at 7th grade level, demonstration of motivation to complete program. Diploma or GED is not required but encouraged.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Training is at Family Resources CAP, 245 Main Street, Woonsocket but internships are offered at various area employers.

Enrollment information for calendar year 2004-5*:

Open entry / open exit? X
 Yes No

Scheduled Start Date 7/12/04 Scheduled End Date 9/7/04
 Scheduled Start Date 9/27/04 Scheduled End Date 11/23/04

*Call for scheduled start dates in 2005

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:30am	4:00pm		
Tuesday	9:30am	4:00pm		
Wednesday	9:30am	4:00pm		
Thursday	9:30am	4:00pm		
Friday	9:30am	4:00pm		
Saturday				
Sunday				

Total Cost of Program: \$4025

Total Cost Paid by RI DHS: \$3900

Other Types of Financial Aid available to the student: N/A

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors / DHS Contracted Providers)

Name of Organization: The Family Outreach Center, Inc. (FOCUS)

Mailing Address: 11 Hawthorne Street
Providence, RI 02907

Website address:

Name of Program: Project Advance

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

Catherine McGreevy, RSM	781-6996	467-8723	focuskay@cox.net
Name	Telephone	FAX	E-Mail
Lola Cunn	781-6996	467-8723	focus65@cox.net
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person: N/A

Name	Telephone	FAX	E-Mail
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Program Description:

Office Skills / Childhood Development

Names of Certificate(s) or credential(s) awarded upon completion:

Diploma G.E.D. / Certificate ESL, Office Skills, Child Care

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Office Clerk, Receptionist / Child Care Assistant \$8.00 per hour

Prerequisites for admission into program:

G.E.D.	8 th Reading Level	ABLE TEST
E.S.L.	Beginner Level 2	BEST TEST
E.S.L.	Intermediate Level	LEVEL 5 BEST TEST

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: The Genesis Center
Mailing Address: 620 Potters Avenue
Providence, RI 02907
Website address: gencenter.com

Name of Program: Child Care Aide

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Mary Scott</u>	<u>401-781-6110</u>	<u>401-461-8788</u>	<u>Mary@gencenter.com</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>As above</u>			
Name	Telephone	FAX	E-Mail

Program Description: This training prepares students in the following knowledge requirements: (1) setting up the early learning environment (2) positive discipline techniques (3) child development (4) partnering with parents (5) how to promote readiness in number, science, literacy, the fine and dramatic arts, (6) early intervention (7) the safe and healthy environment (abuse reporting), and finally (8) how to promote the esteem of the child. Trainees are placed in child care centers for internship.

Names of Certificate(s) or credential(s) awarded upon completion:

Genesis Center Certification for Teacher Aide

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Teacher Aide in Early Childhood Setting = \$7:00-8.00/hr.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

GED or HS diploma/BCI and CANTS check

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 620 Potters Ave., Providence, RI 02907

Enrollment information for calendar year 2004-5*: 2 times per year

Open entry / open exit? X
 Yes No

Scheduled Start Date July 6, 2004

Scheduled End Date August 20, 2004

Scheduled Start Date January 15, 2005

Scheduled End Date March 15, 2005

Total Number of Weeks in Program: 8-10 (30 hours/week)

Brief description of any flexibility or options offered regarding start/end dates: Students may enter during the first two weeks. Attendance is required.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00AM	2:00PM		
Tuesday	9:00AM	2:00PM		
Wednesday	9:00AM	2:00PM		
Thursday	9:00AM	2:00PM		
Friday	9:00AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: (\$4500.00)

Total Cost Paid by RI DHS: \$2250.00

Other Types of Financial Aid available to the student:

No cost to student.

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: The Genesis Center
Mailing Address: 620 Potters Avenue
Providence, RI 02907
Website address: gncenter.com

Name of Program: Culinary Arts

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Mike Macioci</u>	<u>401-781-6110</u>	<u>401-461-8788</u>	<u>Mike@gncenter.com</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>As above</u>			
Name	Telephone	FAX	E-Mail

Program Description: This training provides professional food service education and a full introduction to culinary arts to prepare students for the RI food service job market and the RI ServSafe certification. It includes hands-on work experience in our cafeteria as well as classroom instruction.

Names of Certificate(s) or credential(s) awarded upon completion:

Genesis Food Service Certificate

RI Food Safety Certificate upon passing examination

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Prep Cook = \$8-10/hr.

Utility Worker = \$8-10/hr.

Cold Foods Cook = \$8-10/hr.

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 620 Potters Ave., Providence, RI 02907

Open entry / open exit? X
Yes No

Total Number of Weeks in Program: 14 (30 hours/week)

Brief description of any flexibility or options offered regarding start/end dates: Students may enter during the first week. Attendance is strictly enforced. Students who miss class without permission will be asked to leave program.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:30AM	1:30PM		
Tuesday	8:30AM	1:30PM		
Wednesday	8:30AM	1:30PM		
Thursday	8:30AM	1:30PM		
Friday	8:30AM	1:30PM		
Saturday				
Sunday				

No cost to student.

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Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: The Genesis Center
Mailing Address: 620 Potters Avenue
Providence, RI 02907
Website address: gencenter.com

Name of Program: Computer/Office Skills

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Nancy Fritz</u>	<u>401-781-6110</u>	<u>401-461-8788</u>	<u>Nancy@gencenter.com</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>As above</u>			
Name	Telephone	FAX	E-Mail

Program Description: This program provides intensive English instruction and computer skills training for office or clerical employment. In ESL, learners will concentrate on appropriate vocabulary and usage for the business/office setting. In Computer/Office Skills, learners will master use of the Windows operating system and MicroSoft Office programs including Excel.

Names of Certificate(s) or credential(s) awarded upon completion:

Genesis ESL/Computer Skills Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Family Outreach Worker = \$10.50/hr.

Operations Clerk = \$7.60/hr.

Med. Administrative Assistant = \$11.00/hr.

Clerk-Typist = \$8-9/hr.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

GED or HS diploma

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 620 Potters Ave., Providence, RI 02907

Enrollment information for calendar year 2004-5*:

Open entry / open exit? **X**
Yes No

Scheduled Start Date Sept. 13, 2004

Scheduled End Date January 28, 2005

Scheduled Start Date January 31, 2005

Scheduled End Date June 2, 2005

Total Number of Weeks in Program: 18 (Classroom hours = 24, except FIP parents = 30 if youngest child =>6)

Brief description of any flexibility or options offered regarding start/end dates: Students may enter during the first two weeks.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00AM	2:00PM		
Tuesday	9:00AM	2:00PM		
Wednesday	9:00AM	2:00PM		
Thursday	9:00AM	2:00PM		
Friday	9:00AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: (\$6043.00)

Total Cost Paid by RI DHS: \$2912.00

Other Types of Financial Aid available to the student:

No cost to student.

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: The Genesis Center
Mailing Address: 620 Potters Avenue
Providence, RI 02907
Website address: gencenter.com

Name of Program: Teacher Assistant

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Mary Scott</u>	<u>401-781-6110</u>	<u>401-461-8788</u>	<u>Mary@gencenter.com</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>As above</u>			
Name	Telephone	FAX	E-Mail

Program Description: This training prepares students in the following knowledge requirements: communication skills, ethical conduct and familiarity with school policies and procedures, approaches to bilingual education, cultural diversity and inclusion, the social, academic and physical support of the special needs child, math, literacy and computer skills, classroom management emphasizing positive discipline approaches, health and safety issues including abuse reporting laws and the lifting technique. Trainees are placed in primary grade classrooms for internship. Students are prepared and registered to take the State examination.

Names of Certificate(s) or credential(s) awarded upon completion:

Genesis Center Certification for Teacher Assistant Training

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Teacher Assistant in Early Childhood Setting = \$8.00/hr.
Teacher Assistant in Public Schools Setting = \$10.81/hr. with benefits
After School Program/Special Education Aide = \$8.00-9.00/hr.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) GED or HS diploma/BCI check

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 620 Potters Ave., Providence, RI 02907

Enrollment information for calendar year 2004-5*: 2 times per year

Open entry / open exit? X
Yes No

Scheduled Start Date October 12, 2004

Scheduled End Date January 15, 2005

Scheduled Start Date March 15, 2005

Scheduled End Date June 15, 2005

Total Number of Weeks in Program: 12 (30 hours/week)

Brief description of any flexibility or options offered regarding start/end dates: Students may enter during the first two weeks. Attendance is required.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	?	?		
Tuesday	?	?		
Wednesday	?	?		
Thursday	?	?		
Friday	?	?		
Saturday				
Sunday				

Total Cost of Program: \$6043.00

Total Cost Paid by RI DHS: \$2912.00

Other Types of Financial Aid available to the student:

No cost to student.

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)

Name of Organization: Goodwill Industries of Rhode Island

Mailing Address: 100 Houghton Street
Providence, Rhode Island 02904

E-mail address: GoodwillRI@aol.com

Name of Program: Clerical/Computer

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Debra Christal</u>	<u>401-861-2080</u>	<u>401-454-0889</u>	
Name	Telephone	FAX	E-Mail
<hr/>	<hr/>	<hr/>	<hr/>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description: This program prepares students for entry-level positions in a range of clerical/office/administrative positions in multiple industries. Students will learn keyboarding, P/C fundamentals, Data Entry/Word Processing, Word, Windows, Business Mathematics, Cash Handling.

Names of Certificate(s) or credential(s) awarded upon completion:

A Certificate of program completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Graduates are able to obtain clerical/office positions ranging from administrative assistant to copy clerks to customer service representatives. As an example, Data Entry Clerk = \$7.00/hr., Receptionist = \$10.00/hr., Customer Service/Clerical = \$9.00/hr.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) High School Diploma or GED is required.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 100 Houghton Street, Providence, RI 02904

Enrollment information for calendar year 2004-5*

Open entry / open exit? X
 Yes No

Scheduled Start Date	<u>July, 2004</u>	Scheduled End Date	<u>September, 2004</u>
Scheduled Start Date	<u>October, 2004</u>	Scheduled End Date	<u>December, 2004</u>
Scheduled Start Date	<u>January, 2005</u>	Scheduled End Date	<u>March, 2005</u>
Scheduled Start Date	<u>April, 2005</u>	Scheduled End Date	<u>June, 2005</u>

Total Number of Weeks in Program: 14 (420 hours)

Brief description of any flexibility or options offered regarding start/end dates: Beginning and end dates may change somewhat, depending upon the needs of the class.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00AM	3:00PM		
Tuesday	9:00AM	3:00PM		
Wednesday	9:00AM	3:00PM		
Thursday	9:00AM	3:00PM		
Friday	9:00AM	3:00PM		
Saturday				
Sunday				

Total Cost of Program: \$4,000.00

Total Cost Paid by RI DHS: \$4,000.00

Other Types of Financial Aid available to the student:

***NOTE:** It is DHS expectation that you will update this Fact Sheet each calendar year.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Goodwill Industries of Rhode Island

Mailing Address: 100 Houghton Street
Providence, Rhode Island 02904

E-mail address: GoodwillRI@aol.com

Name of Program: Customer Service

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

<u>Christine Yankee</u>	<u>401-861-2080</u>	<u>401-454-0889</u>	
Name	Telephone	FAX	E-Mail
_____	_____	_____	_____
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description: This program prepares students for entry-level positions in a range of customer-service positions in multiple industries. Students will learn keyboarding, P/C fundamentals, Data Entry/Word Processing, Word, Windows, Cash Handling, Business Mathematics, Telephone Skills, Customer Service Skills, Rules of Work, Know Your Customer and Advanced Selling Techniques.

Names of Certificate(s) or credential(s) awarded upon completion:

A Certificate of program completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Graduates are able to obtain customer service jobs ranging from the retail trades to order clerks and customer service representatives. According to the Occupational Outlook Handbook, earnings vary widely.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) High School Diploma or GED is required. BCI's may be required at the beginning of the internship or transition into a job if required by the host company.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 100 Houghton Street, Providence, RI 02904

Enrollment information for calendar year 2004-5*

Open entry / open exit? X
 Yes No

Scheduled Start Date A new class will begin every 5 weeks as the internship occurs in the community allowing for a new class to begin the instruction portion of the program. The length of the internship depends on the complexity of the selected customer service job and the need for training at a particular site.

Scheduled End Date see above

Total Number of Weeks in Program: 6-7 (5 in class, 1-2 in internship)

Brief description of any flexibility or options offered regarding start/end dates: New classes begin every five weeks thus offering enough lead time to work with enrollees to secure transportation, childcare and the like.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00AM	3:00PM		
Tuesday	9:00AM	3:00PM		
Wednesday	9:00AM	3:00PM		
Thursday	9:00AM	3:00PM		
Friday	9:00AM	3:00PM		
Saturday				
Sunday				

Total Cost of Program: \$4,000.00

Total Cost Paid by RI DHS: \$4,000.00

Other Types of Financial Aid available to the student:

***NOTE:** It is DHS expectation that you will update this Fact Sheet each calendar year.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Goodwill Industries of Rhode Island

Mailing Address: 100 Houghton Street
Providence, Rhode Island 02904

E-mail address: GoodwillRI@aol.com

Name of Program: Community Work Experience

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Debra Christal</u>	<u>401-861-2080</u>	<u>401-454-0889</u>	
Name	Telephone	FAX	E-Mail
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Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description: This program allows students to gain hands-on experience in their choice of occupation and industry. Individuals have been placed in food service, industrial, hospitality, health care and service industries, to name a few. Depending upon student need, both full time and part-time jobs can be arranged.

Names of Certificate(s) or credential(s) awarded upon completion:

A Certificate of program completion at 90 days retention

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Graduates have been able to obtain positions of their choosing, as described above. Wage ranges vary. Examples are Laundry Aide \$9.66, Operations Clerk \$8.34, Mail Encoder \$9.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) High School Diploma or GED is required, as is a commitment to employment.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 100 Houghton Street, Providence, RI 02904

Enrollment information for calendar year 2004-5*

Open entry / open exit? X
 Yes **No**

Scheduled Start Date Open Enrollment **Scheduled End Date** Individualized

Total Number of Weeks in Program: average is 12, with hours varying between 30-40/week, depending on needs of individual, job, and employer requirements

Brief description of any flexibility or options offered regarding start/end dates: Trainees engage in 30 hours of activity while preparing for a job. This activity includes Job Seeking Skills classes and individual meetings with a job developer. Once the trainee moves into the internship and job, the hours scheduled are based on the needs of the employer, the scheduling concerns of the trainee and the work requirements prescribed by DHS policy.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	Varies – up to 8 hours	Varies – up to 8 hours		
Tuesday	Varies – up to 8 hours	Varies – up to 8 hours		
Wednesday	Varies – up to 8 hours	Varies – up to 8 hours		
Thursday	Varies – up to 8 hours	Varies – up to 8 hours		
Friday	Varies – up to 8 hours	Varies – up to 8 hours		
Saturday	?	?		
Sunday	?	?		

Total Cost of Program: \$3000.00

Total Cost Paid by RI DHS: \$3000.00

Other Types of Financial Aid available to the student:

***NOTE:** It is DHS expectation that you will update this Fact Sheet each calendar year.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 100 Houghton Street, Providence, RI 02904

Enrollment information for calendar year 2004-5*

Open entry / open exit?

Yes ☐ No ☒

The class will be offered three times per week. Class hours = 20/week with 10 hours/week homework.

Scheduled Start Date

September 2004
January 2005
April 2005

Scheduled End Date

December 2004
March 2005
June 2005

Total Number of Weeks in Program: 14 (420 hours)

Brief description of any flexibility or options offered regarding start/end dates: Individuals may enroll up to two weeks after the commencement of the class.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00	1:00		
Tuesday	9:00	1:00		
Wednesday	9:00	1:00		
Thursday	9:00	1:00		
Friday	9:00	1:00		
Saturday				
Sunday				

Total Cost of Program: \$4,000.00

Total Cost Paid by RI DHS: \$4,000.00

Other Types of Financial Aid available to the student:

***NOTE:** It is DHS expectation that you will update this Fact Sheet each calendar year.

Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
DHS Certified Vendors / DHS Contracted Providers

Name of Organization: International Institute of Rhode Island

Mailing Address: 645 Elmwood Avenue

Providence, RI 02907

Website address: www.iiri.org

Name of Program: Job Readiness/E.S.L.

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

Matt McLaren	784-8649	467-6530	mmclaren@iiri.org
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Patricia Haskell	784-8647	467-6530	phaskell@iiri.org
Name	Telephone	FAX	E-Mail

Program Description: Combination ESL, job readiness, including computer skills, and case management for employment.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of Achievement

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Construction Helper - \$9.85 / Presser - \$8.75 / Manicurist - \$7.50 +tips / Housekeeper – \$8.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Demonstrated need for E.S.L. / Training

Caseworker Assessment

CASAS Testing

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

International Institute of Rhode Island

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Scheduled Start Date

Scheduled Start Date _____

Scheduled Start Date

Scheduled Start Date _____

Total Number of Weeks in Program: _____

Brief description of any flexibility or options offered regarding start/end dates: _____

<u>Days and Hours that Program is Offered</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	3:00 PM		
Tuesday	9:00 AM	3:00 PM		
Wednesday	9:00 AM	3:00 PM		
Thursday	9:00 AM	3:00 PM		
Friday	9:00 AM	3:00 PM		
Saturday				
Sunday				

Total Cost of Program: \$4,000 per client

Total Cost Paid by RI DHS: \$4,000

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: MotoRing Technical Training Institute
Mailing Address: 54 Water Street
East Providence, RI 02914
Website address: www.mtti.edu

Name of Program: Automotive Service Advisor/Consultant

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

<u>Nicholas M. Azzarone</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail
_____	_____	_____	_____
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Tina Lema</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail

Program Description: This program is an excellent opportunity for people oriented clients to be trained for high paying jobs in the automotive service industry. Clients who have worked in a customer service or low paying retail positions, make excellent candidates for this program. Students will receive training in the understanding of the automobile and the automotive industry and this, together with excellent customer service skills, qualifies them for competitive positions. Training will also include computer skills in completing repair orders, interviewing customers to determine service needs and coordinating with technicians and customers.

Names of Certificate(s) or credential(s) awarded upon completion:

Automotive Service Advisor/Consultant Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Automotive Service Advisor \$25,000-45,000 Annually

Automotive Service Consultant \$25,000-\$45,000 Annually

Automotive Assistant Service Manager \$30,000- \$50,000 Annually

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) Applicants who do not possess a High School Diploma or GED must pass an ability to benefit test at the 7th grade math and reading level, which has been approved by the U.S. Department of Education. Applicants must possess a valid driver's license, be people oriented and demonstrate a strong interest in the field. They should enjoy working with customers in a fast paced environment.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 54 Water Street, East Providence, RI 02914

Enrollment information for calendar year 2004-5*:

Open entry / open exit? X
 Yes No

Scheduled Start Date Sept. 28, 2004

Scheduled End Date March 22, 2005

Total Number of Weeks in Program: 24

Brief description of any flexibility or options offered regarding start/end dates:

* The day program does not have a great deal of flexibility, however, the program will be offered in the evenings on a part-time basis. Call for details.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:30AM	3:00PM		
Tuesday	8:30AM	3:00PM		
Wednesday	8:30AM	3:00PM		
Thursday	8:30AM	3:00PM		
Friday	8:30AM	3:00PM		
Saturday				
Sunday				

Total Cost of Program: \$7,950.00

Total Cost Paid by RI DHS: \$4,000.00

Other Types of Financial Aid available to the student:

Pell Grant, FSEOG Grant, Family Education Loan and Work Study.

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: MotoRing Technical Training Institute
Mailing Address: 54 Water Street
East Providence, RI 02914
Website address: www.mtti.edu

Name of Program: Automotive Service Technician

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

<u>Nicholas M. Azzarone</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail
_____	_____	_____	_____
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Tina Lema</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail

Program Description: Through a combination of classroom and hands-on skills training, students will be trained to work as entry level Automotive Under-Car Service Technician. Graduates will be capable of performing exhaust systems replacement and repair, brake system repair, shocks and struts replacement, tire service, front end alignment and much more. Students learn to operate brake lathes, computerized wheel balancer, the latest four-wheel alignment machine, exhaust tubing benders, mig welding equipment and much more.

Names of Certificate(s) or credential(s) awarded upon completion:

Automotive Service Technician Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Automotive Service Technician \$9.00 - \$11.00 average hourly
Mechanic \$9.00 - \$11.00 average hourly
Automotive Technician \$9.00-\$11.00 average hourly

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) Applicants who do not possess a High School Diploma or GED must pass an ability to benefit test at the 7th grade math and reading level, which has been approved by the U.S. Department of Education. Applicants must possess a valid driver's license, have mechanical aptitude and demonstrate a strong interest in the field.

Enrollment information for calendar year 2004-5*:

Scheduled Start Date July 6, 2004

Scheduled End Date December 17, 2004

Scheduled Start Date September 7, 2004

Scheduled Start Date March 1, 2005

Scheduled Start Date**Scheduled Start Date****Scheduled Start Date****Scheduled Start Date**

Total Number of Weeks in Program: 24 (days)/ 60 (eves)

Brief description of any flexibility or options offered regarding start/end dates:

The day program does not have a great deal of flexibility, however, the program will be offered in the evenings on a part-time basis. The schedule will be Monday-Wednesday evenings from 5:30 to 9:30.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:30AM	3:00PM		
Tuesday	8:30AM	3:00PM		
Wednesday	8:30AM	3:00PM		
Thursday	8:30AM	3:00PM		
Friday	8:30AM	3:00PM		
Saturday				
Sunday				

Total Cost of Program: \$8,850.00

Total Cost Paid by RI DHS: \$4,000.00

Other Types of Financial Aid available to the student:

Pell Grant, FSEOG Grant, Family Education Loan and Work Study.

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: MotoRing Technical Training Institute

Mailing Address: 54 Water Street
East Providence, RI 02914

Website address: www.mtti.edu

Name of Program: Building Property Trades Technician

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

<u>Nicholas M. Azzarone</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail

_____	_____	_____	_____
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Tina Lema</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail

Program Description: Through a combination of classroom and hands-on skills training, students will be trained to work as entry level Building and Trades Maintenance Specialists. Graduates will be capable of performing residential and commercial maintenance including basic carpentry, light plumbing, basic electrical, janitorial services, painting and wallpaper, landscaping, small engine repair, and more.

Names of Certificate(s) or credential(s) awarded upon completion:

Building Property Trades Technician Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Maintenance Technician \$10.00-\$12.00 average hourly

Building Trades Technician \$10.00-\$12.00 average hourly

Carpenter \$10.00-\$12.00 average hourly

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) Applicants who do not possess a High School Diploma or GED must pass an ability to benefit test at the 7th grade math and reading level, which has been approved by the U.S. Department of Education. Applicants must possess a valid drivers license, have mechanical aptitude and demonstrate a strong interest in the field. Applicants should not possess any health problems that would prevent them from working with power equipment or from carrying out the essential functions of such work.

Enrollment information for calendar year 2004-5:

Total Number of Weeks in Program: 26

Pell Grant, FSEOG Grant, Family Education Loan and Work Study.

131

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: MotoRing Technical Training Institute
Mailing Address: 54 Water Street
East Providence, RI 02914
Website address: www.mtti.edu

Name of Program: Communications Technician

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

<u>Nicholas M. Azzarone</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail
_____	_____	_____	_____
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Tina Lema</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail

Program Description: This course is designed to enable students to enter the telecommunications industry at the field technician level. Students learn how telecommunications networks are designed, constructed and made operational. Hands-on instruction is provided in network construction techniques, handling and splicing of telephone, CATV, fiber optic cables, computer assembly and installation of computer network cards. Students learn how to use testing devices to measure the communications signal and proper system maintenance procedures. Jobs occur in the cable TV, telephone and data network installation industries. Course prepares graduates to comply with the RI licensing law for telecommunications technicians.

Names of Certificate(s) or credential(s) awarded upon completion:

Communications Technician Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Telecommunications Cabling Installer \$10.00 - \$12.00 average hourly
CATV Installer \$10.00 - \$12.00 average hourly
Data Communications Technician \$10.00-\$12.00 average hourly

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) Applicants who do not possess a High School Diploma or GED must pass an ability to benefit test at the 7th grade math and reading level, which has been approved by the U.S. Department of Education. Applicants must possess a valid drivers license and demonstrate a strong interest in the field.

Enrollment information for calendar year 2004-5:

Scheduled End Date March 2, 2005

Scheduled Start Date September 8, 2004

Scheduled End Date August 30, 2005

Scheduled Start Date March 14, 2005**Total Number of Weeks in Program:** 24

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:30AM	3:00PM		
Tuesday	8:30AM	3:00PM		
Wednesday	8:30AM	3:00PM		
Thursday	8:30AM	3:00PM		
Friday	8:30AM	3:00PM		
Saturday				
Sunday				

Total Cost of Program: \$8,850.00

Total Cost Paid by RI DHS: \$4,000.00

Other Types of Financial Aid available to the student:

Pell Grant, FSEOG Grant, Family Education Loan and Work Study.

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) Applicants who do not possess a High School Diploma or GED must pass an ability to benefit test at the 7th grade math and reading level, which has been approved by the U.S. Department of Education. Applicants must possess a valid drivers license, and demonstrate a strong interest in the field.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: MotoRing Technical Training Institute

Mailing Address: 54 Water Street
East Providence, RI 02914

Website address: www.mtti.edu

Name of Program: Computer Service Technician/Network Installer

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Nicholas M. Azzarone</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail
<hr/>	<hr/>	<hr/>	<hr/>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Tina Lema</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail

Program Description: Students will be trained as entry level computer service technicians and network installers. Graduates will be capable of routing cable, configuring and servicing PC computer systems. Skills gained include: Computer Assembly, Introduction to Personal Computers, System Troubleshooting, Introduction to Data Networks.

Names of Certificate(s) or credential(s) awarded upon completion:

Computer Service Technician/Network Installer Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Computer Service Technician/Network Installer \$10.00 - \$12.00 average hourly
Help Desk Technician \$10.00 - \$12.00 average hourly

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) Applicants who do not possess a High School Diploma or GED must pass an ability to benefit test at the 7th grade math and reading level, which has been approved by the U.S. Department of Education. Applicants must possess a valid drivers license, and demonstrate a strong interest in the field.

Enrollment information for calendar year 2004-5*:

Scheduled Start Date September 27, 2004

Scheduled End Date April 29, 2005

Scheduled Start Date April 5, 2005

Scheduled End Date November 2, 2005

Total Number of Weeks in Program – 30

*The day program does not have a great deal of flexibility, however, the program may be offered in the evenings. Call for details.

Total Cost of Program: \$11,250.00 (includes a "build-to-keep computer system upon successful completion")

Total Cost Paid by RI DHS: \$4,000.00

Pell Grant, FSEOG Grant, Family Education Loan and Work Study.

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: MotoRing Technical Training Institute
Mailing Address: 54 Water Street
East Providence, RI 02914
Website address: www.mtti.edu

Name of Program: Marine Service Technician

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

<u>Nicholas M. Azzarone</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail
_____	_____	_____	_____
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Tina Lema</u>	<u>401-434-4840</u>	<u>401-434-9540</u>	<u>mtti2@aol.com</u>
Name	Telephone	FAX	E-Mail

Program Description: Through a combination of classroom and hands-on skills training, students will be trained to work as entry level Marine Outboard/Stern Drive Mechanics. Graduates will understand the principles of and be capable of repairing two and four stroke engines, electrical, mechanical and remote control assemblies, cooling, fuel and ignition systems, tilt assemblies, propeller and trim tabs, mechanical and electric gear cases. There is tremendous job growth in the boat building and marine service area resulting in skills shortages. Successful grads have excellent job placement.

Names of Certificate(s) or credential(s) awarded upon completion:

Marine Service Technician Certificate

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Marine Technician \$10.00 - \$12.00 average hourly
Marine Mechanic \$10.00 - \$12.00 average hourly
Marine Service Technician \$10.00-\$12.00 average hourly

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) Applicants who do not possess a High School Diploma or GED must pass an ability to benefit test at the 7th grade math and reading level, which has been approved by the U.S. Department of Education. Applicants must possess a valid drivers license and demonstrate a strong interest in the field.

Open entry / open exit? _____ X
Yes No

Total Number of Weeks in Program - 30

Pell Grant, FSEOG Grant, Family Education Loan and Work Study.

139

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 205 North Brow St, East Providence, RI 02914

Enrollment information for calendar year 2004-5:

Open entry / open exit? X
 Yes No

Scheduled Start Date September 20, 2004

Scheduled End Date April 22, 2005

Total Number of Weeks in Program: 30

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:30AM	3:00PM		
Tuesday	8:30AM	3:00PM		
Wednesday	8:30AM	3:00PM		
Thursday	8:30AM	3:00PM		
Friday	8:30AM	3:00PM		
Saturday				
Sunday				

Total Cost of Program: \$10,950.00

Total Cost Paid by RI DHS: \$4,000.00

Other Types of Financial Aid available to the student:

Pell Grant, FSEOG Grant, Family Education Loan and Work Study.

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors / DHS Contracted Providers)**

Name of Organization: New England Gerontology Academy

Mailing Address: PO Box 8880
Cranston, RI 02920

Website address:

Name of Program: Certified Medication Technician

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

Donna Cone, Ph.D., Exec. Dir.	462-0119	462-0378	
Name	Telephone	FAX	E-Mail
<u>Angela Gray-Porter</u>	<u>462-0355</u>	<u>462-0378</u>	<u>agrayporter@mhrh.state.ri.us</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person: N/A

Name	Telephone	FAX	E-Mail
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Program Description:

16-week, 3.5 hr per week state approved drug administration course taught by Massachusetts College of Pharmacy professors. Course includes 3 passes of medication in a sponsoring health care facility supervised by a Registered Nurse (RN).

Names of Certificate(s) or credential(s) awarded upon completion:

Upon graduation from the course students receive a diploma from NEGA. Upon successful completion of 3 supervised med passes and receipt of NEGA of proper documentation signed by the RN, the student is issued a CMT certificate.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Certified Med Techs – work in a variety of settings and generally earn \$1.00 more per hour than a C.N.A. in the same facility.

Prerequisites for admission into program:

(i.e., GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

C.N.A. license preferred but not necessary.

Student must be sponsored by a facility or agency that will pay for the course and the application for the program must be signed by an employed R.N. at a sponsoring facility agreeing to witness and sign off on 3 passes of medication before the certificate can be earned.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

VARLEY BLDG at the Eleanor Slater Hospital in Cranston, RI. NEGA is located on a public bus route and is convenient to Rte. 95. There is ample parking and the building is handicap accessible.

Enrollment information for calendar year 2004*:

Open entry / open exit?	<u>Yes</u>	<u>X</u> No
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Scheduled Start Date 9/9/04

Scheduled Start Date 1/20/05

Scheduled Start Date 2/3/05

Scheduled Start Date 6/2/05

Total Number of Weeks in Program: _____

Brief description of any flexibility or options offered regarding start/end dates: _____

<u>Days and Hours that Program is Offered</u>					
	Time Starts	Time Ends		Time Starts	Time Ends
Monday					
Tuesday					
Wednesday					
Thursday	6:30 PM	10:00 PM			
Friday					
Saturday					
Sunday					

Total Cost of Program: \$500

Total Cost Paid by RI DHS: \$500

Other Types of Financial Aid available to the student:

N/A

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors / DHS Contracted Providers)**

Name of Organization: New England Gerontology Academy

Mailing Address: PO Box 8880
Cranston, RI 02920

Website address:

Name of Program: Certified Nursing Assistant

check one:
certified vendor ☒ contracted provider

Contact Person(s) for Program Information:

Angela Gray-Porter	462-0355	462-0378	agrayporter@mhrh.state.ri.us
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person: N/A

Name	Telephone	FAX	E-Mail
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Program Description:

Award winning 10-week, 300 hour certified nursing assistant training program for low-income individuals with barriers to success.

Names of Certificate(s) or credential(s) awarded upon completion:

Diploma from NEGA. Eligibility to sit for the RI state Certified Nursing Assistant examination for licensure.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

C.N.A. in nursing home \$9.50/hr and up
C.N.A. in hospital \$10.50/hr and up
Home health care C.N.A. \$9.50 and up

Prerequisites for admission into program:

(i.e., GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

High school grad or GED preferred, but not necessary. TABE reading comprehension of 7th grade or higher, fewer than 8 wrong on the NEGA CAN admissions exam, good impression during personal interview. BCI check, physical exam and immunizations as required by the state. Negative TB test within past 3 months before the start of the class.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: People in Partnership

Mailing Address: 200 Main Street
Pawtucket, RI 02860

Website address:

Name of Program: Certified Nursing Assistant (CNA)

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Keith McNeil or Lucille Corsi</u>	<u>727-8002 or 462-2831</u>	<u>401-727-8411</u>
Name	Telephone	FAX

Financial Aid Contact Person: N/A

<u>Name</u>	<u>Telephone</u>	<u>FAX</u>	<u>E-Mail</u>
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Program Description: This training prepares students to become C.N.A.s. Students are trained to care for people who are in nursing facilities or who need home care. Students receive certification in CPR as well as Early Childhood Health and Safety. Graduates are eligible to take the State examination for C.N.A. The program includes both classroom and clinical training. In-services include: Infection Control, Dietary Issues, Adult CPR, Early Childhood Health & Safety, Abuse and the Rights of Residents, and Behavior Management. The clinical training takes place on a nursing unit of the Eleanor Slater Hospital. Students practice, under direct supervision, skills and topics that were demonstrated in classroom and are necessary for competent and caring CNAs.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of Graduation. Upon graduation, students are eligible to take the State Board Exam. Upon paying the required fee and passing the competency evaluation test, students will receive their CNA licenses. When students have been employed for at least 90 days, earning at least \$9.00/hr., a \$100 VISA card is awarded.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

C.N.A. = \$10.50-15.00/hr.

Home Health Aide = \$9.00-11.00/hr.

Direct Care Worker (PCA) = \$8.00-10.00/hr.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) at least 7h grade reading level in English, and a BCI. Students must provide proof they have had measles and rubella shots and tuberculosis test. Hepatitis B series is expected or the student must sign a waiver regarding the risk of infection.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 200 Main St., Pawtucket, RI 02860 and the Eleanor Slater Hospital, 600 New London Ave., Cranston, RI 02920

Enrollment information for calendar year 2004-5*: Training is offered 5 times/year

Open entry / open exit? X
Yes No

Scheduled Start Date July 19, 2004

Scheduled End Date October 8, 2004

Scheduled Start Date October 12, 2004

Scheduled End Date December 29, 2004

Total Number of Weeks in Program: 12 (25-35 hours/week, depending on status of participant)

Brief description of any flexibility or options offered regarding start/end dates: Students may enter the second week, missing the orientation. Attendance is required. Three days absence due to sickness necessitates a doctor's note. Assignments must be made up.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00AM	2:00PM		
Tuesday	9:00AM	2:00PM		
Wednesday	9:00AM	2:00PM		
Thursday	9:00AM	2:00PM		
Friday	9:00AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: \$2500.00

Total Cost Paid by RI DHS: \$2500.00

Other Types of Financial Aid available to the student:

No cost to student.

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: People in Partnership

Mailing Address: 200 Main Street
Pawtucket, RI 02860

Website address:

Name of Program: Office Assistant/Computers

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Keith McNeil</u>	<u>401-727-8002</u>	<u>401-727-8411</u>	<u>keithmcneilpip@aol.com</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

As above

<u>Name</u>	<u>Telephone</u>	<u>FAX</u>	<u>E-Mail</u>
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Program Description: This training prepares students with a working knowledge of basic computer skills consisting of use of the Internet, use of e-mail systems, and introduction to Office 2000 including Microsoft Word, Excel and Powerpoint. In addition, students will work on typing skills using an individualized typing tutorial program. Students work at their own pace, and therefore, they may learn more advanced capabilities on computer. The course includes, as well, integration of documents, communications such as letters and memos, general office skills such as copying and faxing, reception skills and phone etiquette.

Names of Certificate(s) or credential(s) awarded upon completion:

Certificate of Graduation. Once a student has maintained employment for 90 days, earning at least \$9.00/hr., a free (used, refurbished) computer system will be awarded.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Administrative Assistant = \$11.50/hr.
Word Processing Clerk = \$10.00/hr.
General Office Clerk/Receptionist = \$9.00/hr.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.) at least 7h grade reading level, although HS or GED strongly recommended, and a BCI

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.: 200 Main St., Pawtucket, RI 02860

Enrollment information for calendar year 2004-5*:

Open entry / open exit? X
 Yes No

Scheduled Start Date Open

Scheduled End Date

Total Number of Weeks in Program: 16 (20-35 hours/week, depending on status of participant)

Brief description of any flexibility or options offered regarding start/end dates: Students may enter the second week, missing the orientation. Attendance is required. Three days absence due to sickness necessitates a doctor's note. Assignments must be made up.

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00AM	2:00PM		
Tuesday	9:00AM	2:00PM		
Wednesday	9:00AM	2:00PM		
Thursday	9:00AM	2:00PM		
Friday	9:00AM	2:00PM		
Saturday				
Sunday				

Total Cost of Program: \$3000.00

Total Cost Paid by RI DHS: \$3000.00

Other Types of Financial Aid available to the student:

No cost to student.

***NOTE:** It is our expectation that you will update this Fact Sheet each calendar year.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Rhode Island Central Directory for Nurses

Mailing Address: 807 Broad Street, Box 9
Providence, RI 02907

Website address:

Name of Program: Certified Nursing Assistant

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

Tammie Smith/Susan Mahoney	781-1990	781-7220	
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

7 week CNA program, which includes 40 hours of World of Work, 96 hours of theory, 24 hours practicum, and 120 hours internship

Names of Certificate(s) or credential(s) awarded upon completion:

Rhode Island Central Directory – Certificate of completion
Rhode Island Department of Health - License

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Certified Nursing Assistant – Facility care	\$9.00 - \$11.00
Home Health Aide – Homecare	\$9.00 - \$12.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational, competency level, read/write English, etc.)

Physical examination with documentation of 2 MMR and 2 PPD, BCI from AG with non-disqualifying information, childcare arrangements, ability to work 2nd or 3rd shift, reliable transportation and personal interview.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

807 Broad Street, Providence, RI 02907

Open entry / open exit? X
Yes No

Scheduled Start Date**Scheduled Start Date** 06/05

Brief description of any flexibility or options offered regarding start/end dates: _____

Total Cost Paid by RI DHS: \$2,987.00

151

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Rhode Island Central Directory for Nurses

Mailing Address: 807 Broad Street, Box 9
Providence, RI 02907

Website address:

Name of Program: Certified Nursing Assistant/ESL Extended

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

Tammie Smith/Susan Mahoney	781-1990	781-7220	
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

13 week training program, which includes 30 hours of World of Work, 170 hours of theory, 24 hours practicum, and 120 hours internship

Names of Certificate(s) or credential(s) awarded upon completion:

Rhode Island Central Directory – Certificate of completion
Rhode Island Department of Health - License

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Certified Nursing Assistant – Facility care	\$9.00 - \$11.00
Home Health Aide – Homecare	\$9.00 - \$12.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational, competency level, read/write English, etc.)

18 years of age, 5th grade reading and language, physical examination with documentation of 2 MMR and 2 PPD, BCI from AG with non-disqualifying information, childcare arrangements, ability to work 2nd or 3rd shift, reliable transportation and personal interview.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

807 Broad Street, Providence, RI 02907

Open entry / open exit? X
 Yes No

Scheduled Start Date

Scheduled Start Date 06/05

Brief description of any flexibility or options offered regarding start/end dates: _____

Total Cost Paid by RI DHS: \$2,987.00

153

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Rhode Island Central Directory for Nurses

Mailing Address: 807 Broad Street, Box 9
Providence, RI 02907

Website address:

Name of Program: Office Professional/Computer Medical

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

Tiffany Bascomb/Susan Mahoney	781-1990	781-7220	
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

26-week training program, which includes 40 hours of World of Work, general and medical office procedures, keyboarding, and skill building, and Microsoft office training.

Names of Certificate(s) or credential(s) awarded upon completion:

Rhode Island Central Directory for Nurses – Certificate of completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Medical Transcriptionist	\$12.86 mid-range
Medical Secretary	\$10.85

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational, competency level, read/write English, etc.)

18 years of age, high school diploma/GED, 10th grade reading and language, physical examination with documentation of 1 MMR and 1 PPD, BCI from AG with non-disqualifying information, childcare arrangements, reliable transportation, professional dress attire and personal interview.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

807 Broad Street, Providence, RI 02907

Enrollment information for calendar year 2004*:

Open entry / open exit? _____ X
Yes No

Scheduled Start Date 10/04

Scheduled Start Date

Scheduled Start Date _____

Scheduled Start Date 06/05

Total Number of Weeks in Program: _____

Brief description of any flexibility or options offered regarding start/end dates: _____

<u>Days and Hours that Program is Offered</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	5:00 PM		
Tuesday	9:00 AM	5:00 PM		
Wednesday	9:00 AM	5:00 PM		
Thursday	9:00 AM	5:00 PM		
Friday	9:00 AM	5:00 PM		
Saturday				
Sunday				

Total Cost of Program:

Total Cost Paid by RI DHS: \$4,000

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Rhode Island Central Directory for Nurses

Mailing Address: 807 Broad Street, Box 9
Providence, RI 02907

Website address:

Name of Program: Phlebotomy Technician

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

Tiffany Bascomb/Susan Mahoney	781-1990	781-7220	
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

11 week training program, which includes 30 hours of World of Work, 240 hours of theory, 120 hours clinical. Students will learn to obtain blood specimens by veni-puncture.

Names of Certificate(s) or credential(s) awarded upon completion:

Rhode Island Central Directory for Nurses – Certificate of completion

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Phlebotomy Technician

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational, competency level, read/write English, etc.)

18 years of age, high school diploma/GED, 10th grade reading and language, physical examination with documentation of 2 MMR and 2 PPD, Hepatitis B, Tetanus, varicella titre (chicken pox), BCI from AG with non-disqualifying information, childcare arrangements, reliable transportation, professional dress attire and personal interview.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

807 Broad Street, Providence, RI 02907

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Scheduled Start Date **09/04**

Scheduled Start Date _____

Scheduled Start Date _____

Scheduled Start Date **06/05**

Total Number of Weeks in Program: _____

Brief description of any flexibility or options offered regarding start/end dates: _____

<u>Days and Hours that Program is Offered</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:00 AM	2:00 PM		
Tuesday	8:00 AM	2:00 PM		
Wednesday	8:00 AM	2:00 PM		
Thursday	8:00 AM	2:00 PM		
Friday	8:00 AM	2:00 PM		
Saturday				
Sunday				

Total Cost of Program:

Total Cost Paid by RI DHS: \$3,780.00

Other Types of Financial Aid available to the student:

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Rhode Island Community Food Bank

Mailing Address: 200 Niantic Avenue
Providence, RI 02907

Website address: www.rifoodbank.org

Name of Program: Community Kitchen Program

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

Ernestine Bugbee	942-6325	942-2177	ebugbee@rifoodbank.org
Name	Telephone	FAX	E-Mail

Patty Perry	942-6325	942-2177	kperry@rifoodbank.org
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Name	Telephone	FAX	E-Mail
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Program Description:

The community Kitchen Program is a job training/meal production program for men & women transitioning into employment. The program is designed to train men & women for entry level food preparation jobs. The program is 14 weeks, 448 hours in classroom and kitchen. Culinary skills, life skills and job readiness are all included. Placement of ---

Names of Certificate(s) or credential(s) awarded upon completion:

Community Kitchen Certificate; ServSafe Sanitation Certificate (if exam is passed); CPR Certificate (if exam is passed)

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Prep Cook	9.00/hr - \$10.00/hr
Line Cook	9.00/hr - \$10.00/hr
Banquet Cook	\$9.00/hr - \$10.00/hr

Prerequisites for admission into program:

- B.C.I. Check
- Read, write & speak English well enough to communicate with chefs, students & staff.
- Able to work under pressure
- Ability to stand for considerable amounts of time
- Able to follow directions
- Can have no outstanding warrants

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Rhode Island College Outreach Programs
Mailing Address: 600 Mt. Pleasant Avenue, Bldg. 8
 Providence, RI 02908
Website address: www.ric.edu/Outreach
Name of Program: Project TRABAC (Training Responsible Adults
 as Bookkeeping and Accounting Clerks)

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

Karon Dionne, Director	456-8698	456-8582	kdionne@ric.edu
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

James Hanbury	456-8684	456-8686	jhanbury@ric.edu
Name	Telephone	FAX	E-Mail

Program Description:

Occupational skills training in Bookkeeping and Accounting skills, Basic Payroll and Taxation Skills, Office Skills, Keyboarding Skills, Computer Skills (Computerized Accounting), Accounting Math, Internet, Communication and Life-Coping Skills, Employability Skills, and Attitudinal and Employment Counseling. Mandatory internship in an industry setting 80 hours.

Names of Certificate(s) or credential(s) awarded upon completion:

Rhode Island Outreach Programs Certificate of Completion, Project TRABAC.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Accounting and Auditing Clerk	\$10.00/hr - \$14.00/hr
Invoice Clerk	\$9.00/hr - \$12.00/hr
Payroll Clerk	\$9.00/hr - \$12.00/hr
Bookkeeper/Staff Accountant	\$9.00/hr - \$14.00/hr
Accounts Receivable Clerk	\$9.00/hr - \$14.00/hr
Billing Clerk	\$9.00/hr - \$12.00/hr
Accounts Payable Clerk	\$9.00/hr - \$14.00/hr

Prerequisites for admission into program:

B.C.I. Check, G.E.D. of High School Diploma (diploma from a native country accepted), English – Intermediate, 18 years of age or older, motivated to learn, willing to accept any position offered in Rhode Island Businesses, as well as businesses in nearby Massachusetts.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Rhode Island College Outreach Programs at Building 8 on East Campus.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Scheduled Start Date **9/9/04**

Scheduled Start Date **2/22/05**

Scheduled Start Date **see note**

Scheduled Start Date **see note**

Note: We have a waiting list of TRABAC applications; therefore, we may open more classes during this period.

Total Number of Weeks in Program: _____

Brief description of any flexibility or options offered regarding start/end dates: _____

<u>Days and Hours that Program is Offered</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	3:00 PM		
Tuesday	9:00 AM	3:00 PM		
Wednesday	9:00 AM	3:00 PM		
Thursday	9:00 AM	3:00 PM		
Friday	9:00 AM	3:00 PM		
Saturday				
Sunday				

Total Cost of Program: \$4,800

Total Cost Paid by RI DHS: \$4,000 (\$800 – Rhode Island College Outreach programs discount; students are not responsible for any payment)

Other Types of Financial Aid available to the student:

None.

*It is our expectation that you will update this each calendar year.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Rhode Island College Outreach Programs
Mailing Address: 600 Mt. Pleasant Avenue, Bldg. 8
Providence, RI 02908
Website address: www.ric.edu/Outreach
Name of Program: **Project TRAMA**
(Training Responsible Adults to be Medical Assistants)

check one: certified vendor _____ contracted provider _____

Contact Person(s) for Program Information:

Karon Dionne, Director	456-8698	456-8582	kdionne@ric.edu
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

James Hanbury	456-8684	456-8686	jhanbury@ric.edu
Name	Telephone	FAX	E-Mail

Program Description:

Occupational skills training in Medical Office Skills, Med. Terminology, Med. Third-Party Billing, Clinical Testing Techniques, ICD.9/CPT Coding, CPR Techniques, Computer Literacy, Employment Skills, Math, and Counseling. Mandatory internship is a healthcare setting 80 hours.

Names of Certificate(s) or credential(s) awarded upon completion:

Rhode Island Outreach Programs Certificate of Completion, Project TRAMA.

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Medical Assistant	\$9.00/hr - \$12.00/hr
Medical Biller/Coder	\$9.00/hr - \$12.00/hr
Medical Secretary/Receptionist	\$9.00/hr - \$12.00/hr

Prerequisites for admission into program:

B.C.I. Check, G.E.D. of High School Diploma (diploma from a native country accepted), English – Intermediate, 18 years of age or older, motivated to learn, willing to accept any position offered in a healthcare setting.

Location(s) where program is offered, and information about public transportation, parking, accessibility, etc.:

Rhode Island College Outreach Programs at Building 8 on East Campus; Clinical Testing Techniques class in a doctor's office.

Enrollment information for calendar year 2004*:

Open entry / open exit? X
 Yes No

Scheduled Start Date 9/9/04

Scheduled Start Date 2/22/05

Scheduled Start Date see note

Scheduled Start Date see note

Note: We have a waiting list of TRABAC applications; therefore, we may open more classes during this period.

Total Number of Weeks in Program: _____

Brief description of any flexibility or options offered regarding start/end dates: _____

<u>Days and Hours that Program is Offered</u>				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	9:00 AM	3:00 PM		
Tuesday	9:00 AM	3:00 PM		
Wednesday	9:00 AM	3:00 PM		
Thursday	9:00 AM	3:00 PM		
Friday	9:00 AM	3:00 PM		
Saturday	8:15 AM 5 times	1:00 PM 5 times		
Sunday				

Total Cost of Program: \$5,015

Cost Paid by RI DHS: \$1,015 – Rhode Island College Outreach programs discount; students are not responsible for any payment)

Other Types of Financial Aid available to the student:

None.

***It is our expectation that you will update this each calendar year.**

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: SER-Jobs for Progress, Inc.

Mailing Address: 101 Main Street, Suite 302
Pawtucket, RI 02860

Website address: _____

Name of Program: Non Traditional Work Experience for Women

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

Maria Fonseca	(401)724-1820 x104	(401) 724-8490	mfonseca@verizon.net
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Carlos Pedro	(401)724-1820	(401)724-8490	cpedro@verizon.net
Name	Telephone	FAX	E-Mail

Program Description:

Program includes assessment, job prep and placement. Provides participants with extensive prep for entering a nontraditional work environment. Case management staff is responsible for all aspects of the program, including job placement and retention.

Names of Certificate(s) or credential(s) awarded upon completion:

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Various occupations that are traditionally male dominated and include both union and nonunion trades with wages ranging from \$8 - \$20 per hour.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Must have a high school diploma or GED

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: SER-Jobs for Progress, Inc.

Mailing Address: 101 Main Street, Suite 302
Pawtucket, RI 02860

Website address: _____

Name of Program: Work Experience for Limited English Speaking

check one: certified vendor X contracted provider _____

Contact Person(s) for Program Information:

Maria Fonseca	(401)724-1820 x104	(401) 724-8490	mfonseca@verizon.net
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

Carlos Pedro	(401)724-1820	(401)724-8490	cpedro@verizon.net
Name	Telephone	FAX	E-Mail

Program Description:

Program is designed to assess, prepare, and place limited or non-English speakers in unsubsidized employment. Participants work in both a group and individual setting with their case managers, who are responsible for all aspects of the program, including job placement and retention.

Names of Certificate(s) or credential(s) awarded upon completion:

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Participants have entered a variety of occupations with wages ranging from \$7 - \$14 per hour.

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Services are designed for limited and non-English speaking persons. Some native language literacy and work experience is preferred but not required.

**Education and Training Resource Fact Sheet
FAMILY INDEPENDENCE PROGRAM
(DHS Certified Vendors/DHS Contracted Providers)**

Name of Organization: Westbay Community Action Inc.

Mailing Address: 218 Buttonwoods Avenue
Warwick, RI 02886

Website address: Westbaycap.org

Name of Program: SUPPORTED WORK PROGRAM

check one: certified vendor X contracted provider

Contact Person(s) for Program Information:

<u>Jessie Ealy</u>	<u>401/732-4666, ext. 120</u>	<u>737-2051</u>	<u>Jessie@westbaycap.org</u>
Name	Telephone	FAX	E-Mail

Financial Aid Contact Person:

<u>Steven Dulude</u>	<u>401/732-4666, ext. 103</u>	<u>732-6965</u>	<u>Steven@westbaycap.org</u>
Name	Telephone	FAX	E-Mail

Program Description:

The Westbay Community Action Inc., through its Business Services Center Division, operates a Supported Work Program to assist and help recipients of the Family Independence Program, considered at-risk of long-term dependency, to obtain and maintain unsubsidized employment. The program provides outreach, recruitment, orientation/intake, testing, assessment, job development and marketing, pre-worksite training, supported worksite experience and post employment follow-up services.

Names of Certificate(s) or credential(s) awarded upon completion:

GED, Diploma, completion. Certificate in keyboarding, job-readiness workshop

Name(s) of job/position(s) with salary ranges for which graduates of this program are prepared:

Bank Teller, \$8.00 and up; Call Center Representative, \$10.00 and up; Mail Clerk, Receptionist, Office Assistant, Stock Clerk and CNAs, \$7.00 to \$10.00

Prerequisites for admission into program:

(i.e. GED, physical exam, Bureau of Criminal Information (BCI) check, occupational competency level, read/write English, etc.)

Currently there are no prerequisites for the Program

The Program is offered and located at: 218 Buttonwoods Ave., Warwick, RI 02886. Public transportation is available to this site. We have two large parking lots available to the public, and it is easily accessible for all including those who may have a physical disability.

Open entry / open exit? X
 Yes No

Scheduled End Date June 10, 2005

Scheduled End Date

Brief description of any flexibility or options offered regarding start/end dates:

Days and Hours that Program is Offered				
	Time Starts	Time Ends	Time Starts	Time Ends
Monday	8:30 a.m.	12:00 p.m.	12:30 p.m.	2:00 p.m.
Tuesday	8:30 a.m.	12:00 p.m.	12:30 p.m.	2:00 p.m.
Wednesday	8:30 a.m.	12:00 p.m.	12:30 p.m.	2:00 p.m.
Thursday	8:30 a.m.	12:00 p.m.	12:30 p.m.	2:00 p.m.
Friday	Off-makeup day			
Saturday				
Sunday				

Total Cost Paid by RI DHS: \$1,200.00

Other Types of Financial Aid available to the student: Not applicable

***NOTE: It is our expectation that you will update this Fact Sheet each calendar year.**